Got It!™

Interactive Wireless Student Response System

Owner's Manual califone.com

Thank you for choosing the Califone® Got It!™ Interactive Wireless Student Response System.

I encourage you to register your product online for warranty coverage at our website: www.califone.com — and while you're there — make sure to visit our complete line of portable and installed pa systems, multimedia players and recorders, wired and wireless headphones and headsets, podiums, computer peripherals and other Califone® products.

visit us online at califone.com

Got It!™ Manual Table of Contents

Chapter 1: Overview 1

1-1 Got It!™ -Introducing the Interactive Classroom 2

1-2 What is Got It!™? 3

1-3 Got It!™ Features 4

1-4 Got It!™ Applications 5

1-5 What Got It!™ Can Do 6

Chapter 2: System Setup 9

2-1 Package Contents 10

2-2 Got It!™ System Software Installation 11

2-3 Receiver Setup 14

2-4 Applications Overview 16

Chapter 3: Class Organization 17

3-1 IT Installer Overview 18

3-2 Teacher Profile Setup 19

3-3 Class Profile Setup 22

3-4 Student Profile Setup 26

3-5 Group Organization 29

3-6 Class Profile Exchange 33

visit us online at califone.com

Chapter 4: EAS Files and What They Are 36

4-1 Generating EAS Files 39

4-2 Saving, Importing and Exchanging EAS Files 44

4-3 Creating a New EAS File from Existing EAS Files 46

4-4 Printing EAS Files 48

4-5 Editing Multimedia Questions 49

4-6 Organizing Favorites 59

4-7 Convert a CSV File to EAS File 61

Chapter 5: Interactive Activities 65

5-1 Interactive Instructional Activities 66

5-2 Ordinary Quiz 75

5-3 Competition Quiz 81

5-4 Buzz-in Quiz 84

5-5 Knock Out Game 87

5-6 Prompt QA 91

5-7 Pick Out 94

5-8 Activity Setup 97

Chapter 6: Self-Paced Activity 101

Chapter 7: Got It!™ PowerClick Activity 109

visit us online at califone.com

Chapter 8: Reports 125

8-1 Summary Report 126

8-2 Grade Report 136

8-3 Activity Detail Report 138

8-4 Historical Report 145

8-5 Comparison Report 150

8-6 Semester Report 154

Chapter 9: FAQs (Frequently Asked Questions) 157

9-1 Hardware 158

9-2 Software 167

Chapter 10: System Specifications 175

10-1 System Requirements 176

10-2 Hardware Specifications 177

10-3 Software Specifications 178

visit us online at califone.com

Chapter 1

Overview

CALIFONE®

1 - 1 Got It!™ – Introducing the Interactive Classroom

Got It!™ is the most comprehensive interactive educational technology for the classroom environment.

As computers become increasingly ubiquitous in the classroom, education continues to evolve from traditional lecture methods toward higher levels of interactivity between students and teacher. Got It!™ is designed to take advantage of the teacher's existing lesson plans and maximize interactive learning opportunities for students, creating a more stimulating environment that actually encourages students to participate. **Easy-to-use**, **convenient**, and **cost-effective**, Got It!™ makes learning fun.

1 - 2 What is Got It!™ ?

Got It!™ brings the interactive functionality of the computer to the classroom environment. A single computer is all that is required per classroom.

The computer presents a series of interactive lessons. Each student is provided with a simple infrared remote control. Pressing a key on the remote allows the computer to identify which student pressed the key, and which key was pressed. The result is a fully interactive learning environment that encourages individual student participation, while making it easy for teachers to instantly evaluate each student's unique progress.

Got It!™ grades objective tests, tallies class averages and saves all records, which facilitates the teacher's in-class learning performance and provides progress reports to parents.

Because only one computer is needed, Got It!™ dramatically reduces hardware costs, as well as the need for costly network administration.

visit us online at califone.com

1 - 3 Got It!™ Features

- **Creates a more active learning environment** by increasing interaction between teacher and students.
- **Real-time assessment** of individual students' progress.
- **Easy to learn and convenient to use**. No need for teachers to grade the papers or analyze exam results.
- **Customize content** to meet individual curriculum.
- **Eight statistic reports** effectively reduce the teacher's workload by providing performance reports for each individual student and overall class progress.
- **Cost effective system** – Only one computer required; no multiple hardware or network administration costs.

visit us online at califone.com

1 - 4 Got It!™ Applications

- Use with prepared lesson plans, or ask spontaneous questions at any time
- Control PowerPoint™ presentations in Got It!™ PowerClick mode
- Evaluate progress for individual students and whole classes
- Rankings
- Classroom surveys
- Question/Answer sessions
- Polling
- Group contests

visit us online at califone.com

1 - 5 What Got It!™ Can Do

Got It!™ provides a rich user interface. It offers an enhanced activity mode, as well as expanded support for multimedia teaching materials. It offers a range of reporting statistics to make it even easier to track learning patterns and student progress.

1. Interactive Activity Modes:

- **Standard mode:** Got It!™ provides a wide range of interactive modes, including Evaluation, Competition Quiz, Buzz-in Quiz, Prompt Q&A, Knock Out Game, as well as Presentation, Grading, Survey, Pick Out (individuals and groups), Asking Questions, Self-Paced modes, and PowerClick (In PowerClick, Got It!™ can be used with Microsoft® PowerPoint™ files).
- **On the fly activity mode:** Enables the instructor to insert questions spontaneously within a lesson, making it easy to adapt to current learning situations.

2. Statistic Reports:

Comparison Report and Semester Report modes make it even easier to track individual student and whole-class learning history.

visit us online at califone.com

3. Teaching materials preparation:

- **High-efficiency EAS files:** Got It!™ converts your files into high-efficiency EAS files, which speeds up information access. An EAS file is exclusively used in Got It!™ for storing question sets – the questions, answers, and the multi-media attachments.
- **Rich Text format:** Supports Microsoft's® Rich Text File (RTF) format, making it easy to import and export Microsoft® Word™ and other documents.
- **Multiple display templates:** Got It!™ offers a variety of display templates covering a wide range of categories and graphic styles.
- **Multiple testing formats:** With Got It!™, testing materials can be presented in a wide range of formats, including single choice, multiple choice, true/false, Q&A, presentation, buzz-in quiz, competition quiz and more.

4. Multimedia Support:

- **Multiple format support:** Got It!™ supports most common media formats, including WAV, MID, MP3, JPEG, BMP, GIF, Flash, WMV, HTML, hyperlink, etc. (Other formats depend on the decoders installed in the machine)

visit us online at califone.com

- **MS® Excel™ equation editor support:** Support for Microsoft® Excel's™ equation editor enables instructors to integrate graphing, mathematical formulas and more into teaching materials.

5. Multiple Controller Support:

Got It!™ supports simultaneous multiple controllers, including IR remotes, standard mouse, electronic whiteboard, touch display, remote pen pal, and remote pointer.

visit us online at califone.com

Chapter 2

System Setup

CALIFONE®

2 - 1 Package Contents

When you receive the Got It!™ package, the following items should be included. If you are missing any item(s), contact Califone® immediately by phone (818-407-2400 or 800-702-0500) or email (warranty@califone.com).

Got It!™ Classroom System Package

Infrared Receiver

Magnetic Bracket

Got It!™ System Software CD + Electronic Manual

USB Cable for receiver

NOTE: Check the remote control ID - there should be no redundant ID numbers or skipped ID numbers

Teacher Remote Control

Student Remote Controls

visit us online at califone.com

2 - 2 Got It!™ System Software Installation

This section explains how to install Got It!™ system software and hardware.

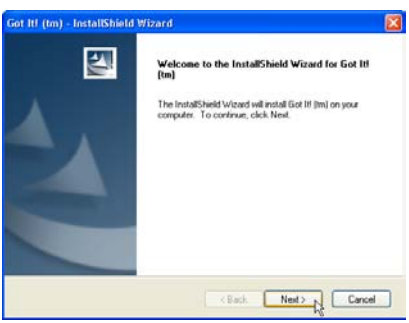
NOTE: Do not connect the infrared receiver until you have installed the Got It!™ software from the included CD-ROM.

Step 1

Insert the Got It!™ CD into your computer's CD-ROM drive, the menu will start automatically. After the autorun menu appears, click the **Install Got It!™** button.

Step 2

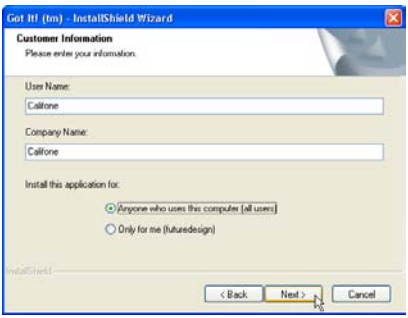
In the **Welcome** dialog box, click Next > .



visit us online at califone.com

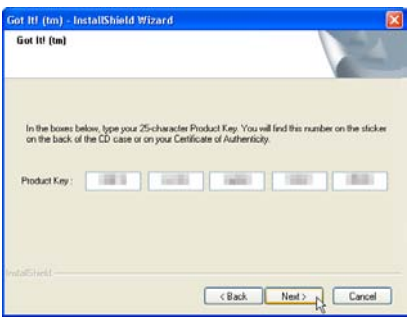
Step 3

In the **Customer Information** dialog box, enter user information, and then click Next > .



Step 4

In the **Product Key** area, enter the number which appears on the sticker attached to the back of your Got It!™ CD case, and then click Next > .



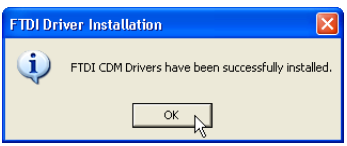
visit us online at califone.com

Step 5

When the **Choose Destination Location** dialog box appears, click Next > to begin installing the Got It!™ software.

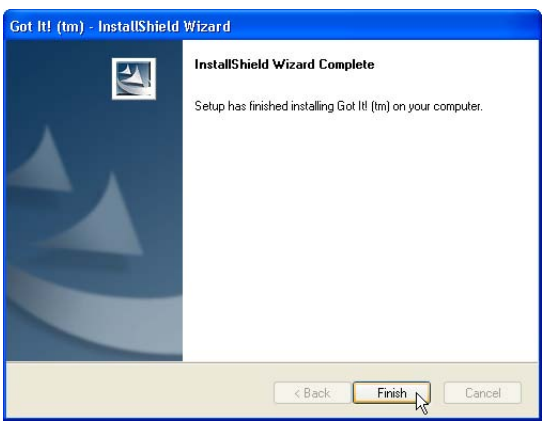
Step 6

When the **FTDI Driver Installation** dialog box appears, click OK to go to next step.



Step 7

When the **InstallShield Wizard Complete** dialog box appears, click Finish to complete the installation.



visit us online at califone.com

2 - 3 Receiver Setup

Once you have installed the Got It!™ software, connect the USB plug of the IR receiver to the computer's USB port:

Once the IR receiver is properly connected, position the receiver in a suitable location where it is high enough to be in direct line of sight for all class members, and not blocked by desks, walls or other objects. Screw the magnetic bracket provided into the back of the receiver. This sturdy magnetic mounting bracket can be attached to anything metal, or screwed into a wall (using proper hardware, not included). For best results, aim the IR remote control directly at the receiver while pressing any key. If the receiver does not respond, adjust the angle of the receiver.

Recommended Classroom Set up for Optimal Performance

1. Install the IR receiver no less than the same height as the top of a classroom white/black/smart board.
2. If the classroom is wider than 15 meters (16.4 yards or 49.22 ft), it is recommend to use a second receiver in the front of the classroom.

visit us online at califone.com

3. If the classroom is longer than 15 meters (16.4 yards or 49.22 ft), a second receiver is necessary in the middle of the classroom for participants in the back.
4. Connect the optional small receiver to the original receiver with included 5m (5.46 yards or 16.4 ft) cable.
5. Install the small receiver from the original receiver, at the same height, same angle.
6. The receiver should point downwards at a 35 to 45 degree angle, towards the direction from where the student and teacher transmitters will be held.
7. Avoid placing the receiver directly under light, since IR transmission can be adversely effected by sunlight.

visit us online at califone.com

2 - 4 Applications Overview

After the Got It!™ software is installed, the Got It!™ menu will appear under **Start** > **Programs**, displaying the shortcuts to its five main applications:

1. **Activity:** Launches standard Got It!™ activity modes, including Quiz, Competition Quiz, Buzz-In Quiz, Knock Out Game, Prompt QA, Pick Out, Self-Paced Mode, and PowerClick.
2. **Editor:** This is the teaching materials editing application, used to edit text and insert multimedia files including images, animations, videos, sounds, webpages, etc.
3. **IT Installer:** Maintain results and statistics needed to track, organize and categorize class and student data.
4. **Report:** Used to generate Got It!™'s range of statistics and activity reports.
5. **ClickDaemon:** This is the setup application for communication between the remote control and the Got It!™ system software.

visit us online at califone.com

Chapter 3

Class Organization

CALIFONE®

3 - 1 IT Installer Overview

Before using Got It!™ for the first time, the teacher, class and student profiles setup must first be completed for each individual using Got It!™. This will enable the computer to record the associated learning logs and statistics for each student and class.

Got It!™ can be shared by different teachers on the same host computer. Each teacher can program data for their individual classes in accordance with their needs. Teachers may program multiple classes, but each class may only have one teacher.

The IT Installer application can be found by opening the **Editor** program and clicking on **Tools** > **IT Installer**.

Begin by setting up Teacher Profiles for each teacher using the system.

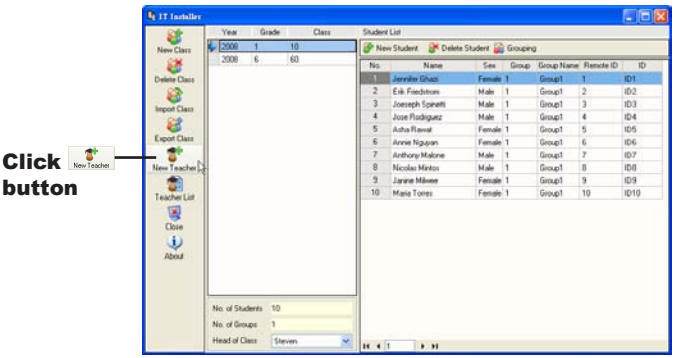
visit us online at califone.com

3 - 2 Teacher Profile Setup

- **To add a new teacher profile:**

Step 1

In the **IT Installer** window, select the New Teacher **New Teacher** button.



Step 2

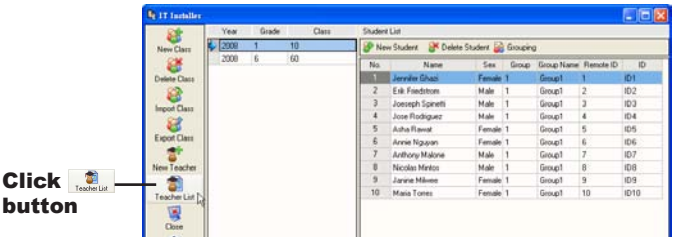
In the **New Teacher** dialog box, insert teacher information, and then select the OK button to complete it.

visit us online at califone.com

- **To edit a teacher profile:**

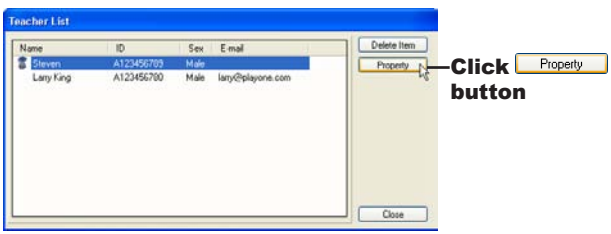
Step 1

In the **IT Installer** window, select the **Teacher List** button.



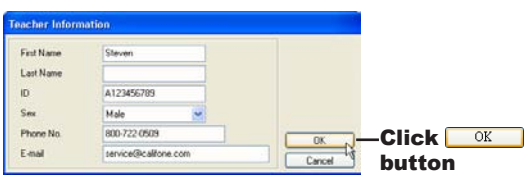
Step 2

In the **Teacher List** dialog box, select the teacher profile you wish to edit, and then click the Property button.



Step 3

In the **Teacher Information** dialog box, fill in the teacher information, and then click the OK button to confirm.



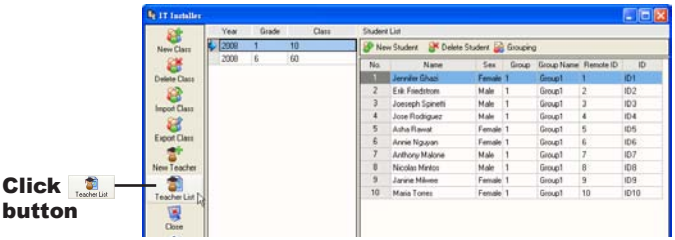
visit us online at califone.com

- **To delete a teacher profile:**

Step 1

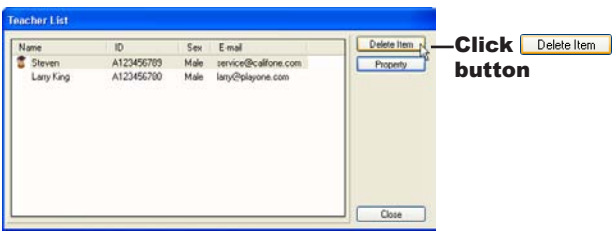
In the **IT Installer** window, select the

Teacher List button.



Step 2

In the **Teacher List** dialog box, select a teacher and then click the Delete Item button.



Step 3

Select the Yes button to delete the selected teacher profile.

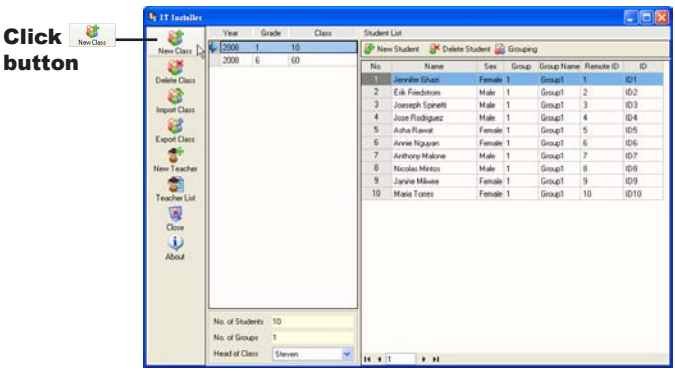
3 - 3 Class Profile Setup

This is where a profile of a class (including its students) is entered.

Step 1

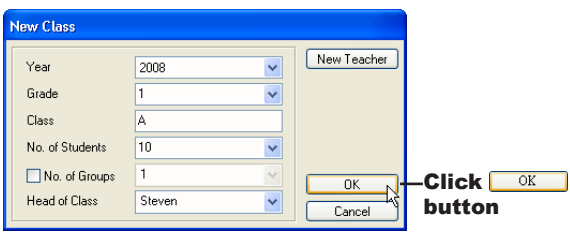
In the **IT Installer** window, select the

New Class button.



Step 2

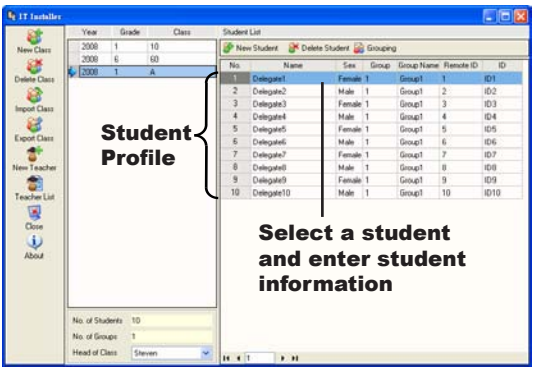
In the **New Class** dialog box, enter the year, grade, class name, and number of students into the fields provided. Then, click the OK button.



visit us online at califone.com

Step 3

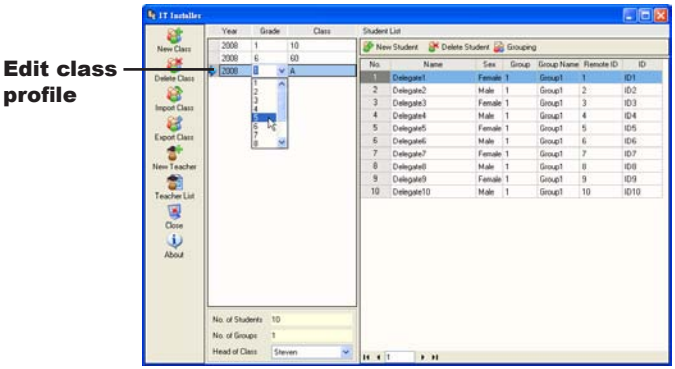
To setup a new class, select it from the **Class List**. Click the Name field in the **Student List** and enter the student's information in the available fields. Continue until each student's information for the class has been entered. (It is only necessary to enter student names to setup a class list; additional information can be entered later.)



- **To edit class information:**

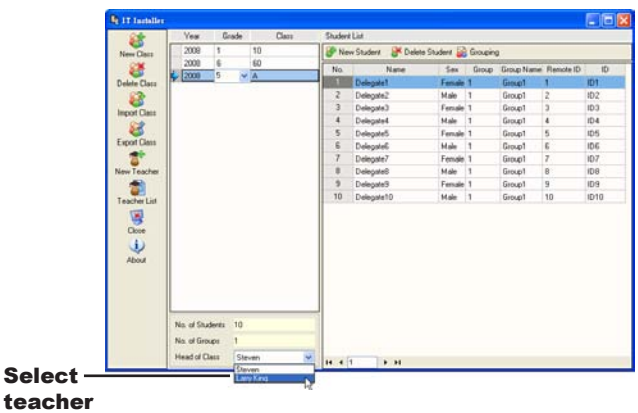
Step 1

Select the class you wish to edit from the **Class List** in the **IT Installer** window. In the left panel, enter Class Year, Grade and Class Name in the fields provided.



Step 2

Select a teacher from the Head of Class drop-down menu.



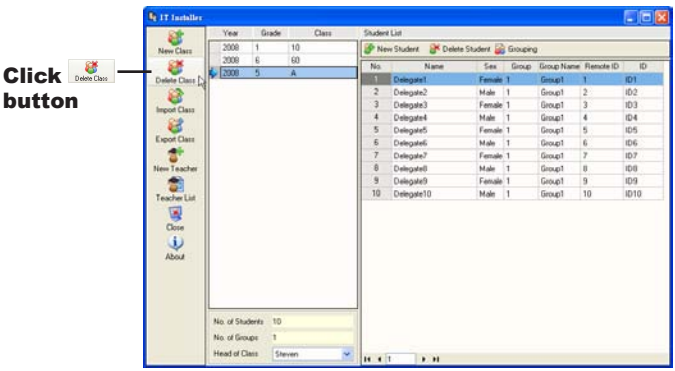
visit us online at califone.com

- **To delete class information:**

Step 1

Select the class you wish to delete from the **Class List**, and then click the

Delete Class button.



Step 2

When a confirmation dialog box appears, select

to delete the selected class.

visit us online at califone.com

3 - 4 Student Profile Setup

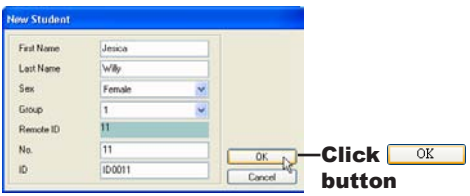
- **To add a new student profile:**

Step 1

In the **IT Installer** window, select a class from the **Class List**, and then click the New Student button from the **Student List**.

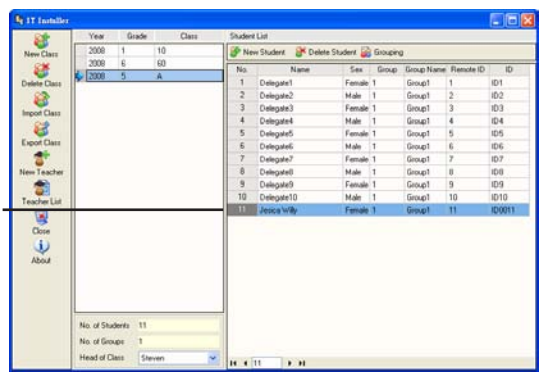
Step 2

In the **New Student** dialog box, enter new student information, and then click the OK button.



Step 3

Once the information is saved, the student profile will appear in the student list.

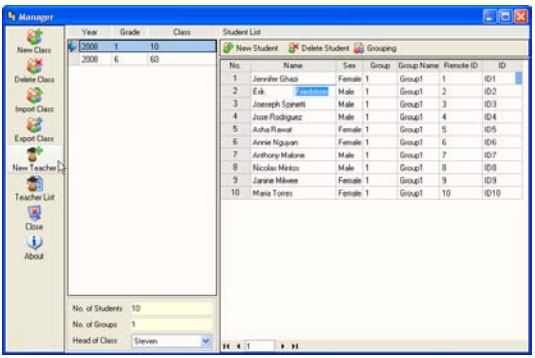


visit us online at califone.com

- **To edit a student profile:**

Step 1

Select a student profile you wish to edit from the list in the right-hand panel. Click on any field to edit.



- **To delete a student profile:**

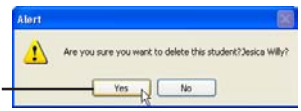
Step 1

Select the student profile you wish to delete, and then click the Delete Student button.

Step 2

When a confirmation dialog box appears, select Yes to delete.

Click Yes **button**

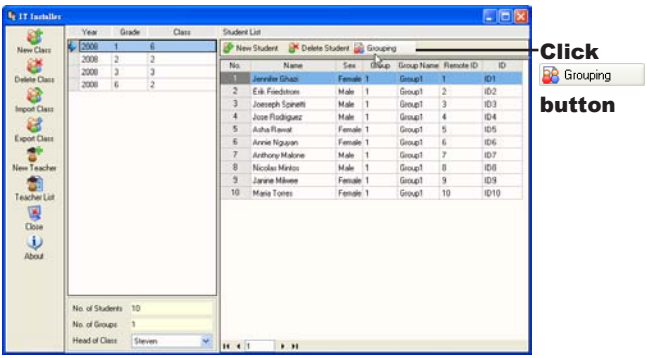


3 - 5 Group Organization

Some learning activities lend themselves to creating groups of students. One class, for example, could have several groups of differentiated readers, or math students. Using the **Grouping** function you can create and manage the grouping process.

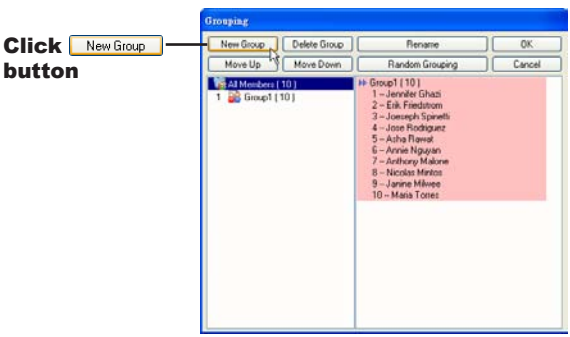
Step 1

In the **IT Installer** window, select the Grouping button.



Step 2

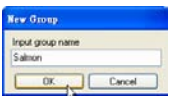
In the **Grouping** dialog box, click the New Group button.



visit us online at califone.com

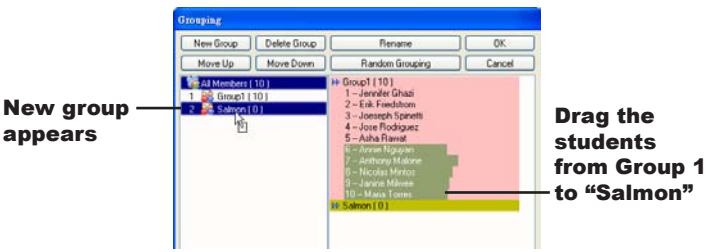
Step 3

In the **New Group** dialog box, input the group name (such as "4th Grade Reading Group 1", or "Salmon" to avoid hierarchical suggestions to the students), and then click the OK button.



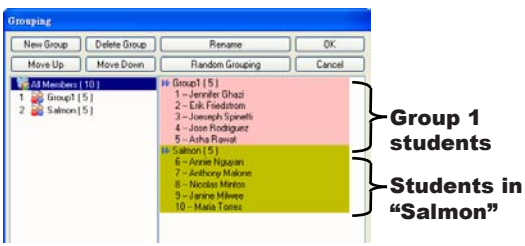
Step 4

The new group name will appear in the left column. Click and drag each student's name from the list on the right to the group name on the left. Repeat the process for setting up additional groups. Note that each student may only be assigned to one group.



Step 5

The student list will appear, organized by groups.

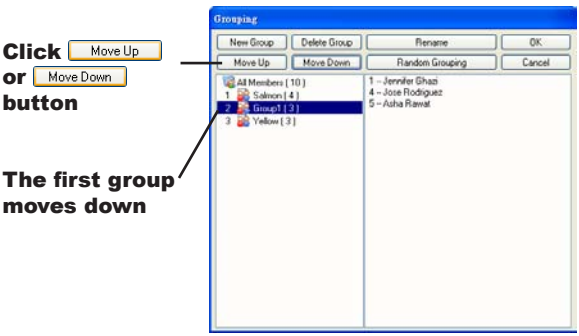


visit us online at califone.com

- **To edit group information or order:**

Step 1

In the **Grouping** dialog box, select the group to be edited, and then click the Move Up or Move Down button to change the group order.



Step 2

Select the group you wish to rename, and then click the Rename button.

Step 3

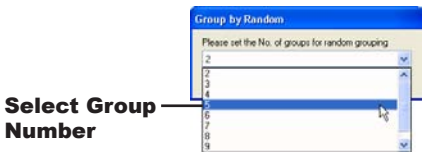
In the **New Group** dialog box, input the new group name and click the OK button.

visit us online at califone.com

- **To create random groups:**

Step 1

In the **Grouping** dialog box, click the [Random Grouping] button. In the **Group by Random** dialog box, select the number of groups desired from the drop-down menu and click the [OK] button. (Two is the minimum, and ten is the maximum.)



Step 2

When the confirmation dialog box appears, click the [Yes] button to complete random grouping.

3 - 6 Class Profile Exchange

To use the same class profile for multiple classes, use the **Export Class** and **Import Class** functions. Class files are saved in .CSV format.

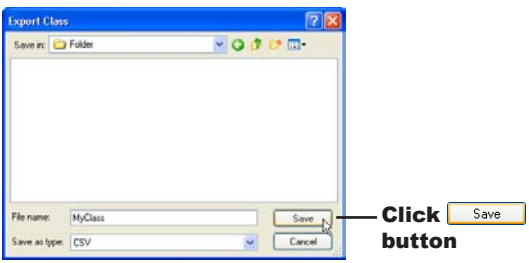
- **To Export a class file:**

Step 1

In the **IT Installer** window, select the class you wish to export, and then click the Export Class **Export Class** button.

Step 2

In the **Export Class** dialog box, select the folder you wish to save, enter the file name, and then click the Save button.



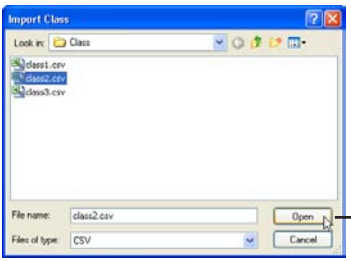
- **To Import a class file:**

Step 1

In the **IT Installer** window, click the Import Class **Import Class** button.

Step 2

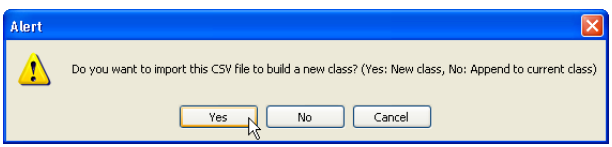
Select the CSV file you wish to import, and then click the Open button.



Click Open **button**

Step 3

If you want to import the data to build a new class, select Yes. If you want to append the imported data to the existing class data, select No.



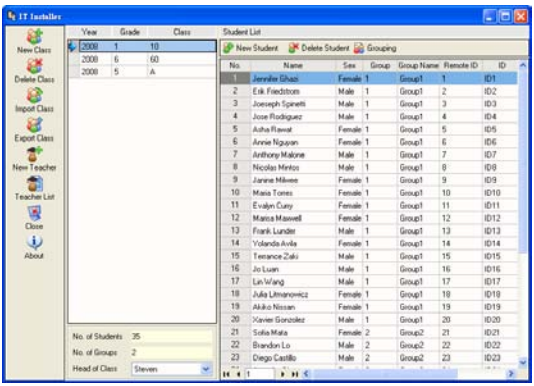
Step 4

If you selected Yes (to build a new class), enter a class name in the **New Class** dialog box, then click the OK button.

visit us online at califone.com

Step 5

New student profiles will appear in the **IT Installer** window. If you selected [No] (append to existing class data) in Step 3, the names of students imported from the saved profile will be appended to the bottom of the existing class list.



visit us online at califone.com

Chapter 4

EAS Files and What They Are

CALIFONE®

What is an EAS file?

Each set of material which is run in a Got It!™ relevant activity is stored in an EAS file (Not all activities require EAS files). The term EAS is derived from their extension code. These files may be created by the user or previously prepared ones downloaded from elsewhere, eg another teacher's EAS file , CSV file, etc.

Each file is given a name and allocated to a particular course or subject area. This reflects the fact that normally a single file contains related material with a common theme, although a collection of completely disparate items can be assembled if required.

The material in each file consists of a sequence of items run successively in the activity. An item, which appears as a single screen display during the activity, can be made up of three sections:-

1. **The Stem.** In many cases, this is a question requiring one or more correct answers, but it does not have to be. For example, it could be a statement to which the students respond whether it is true or false. Or it could be a question and/ or instruction which asks for a response which is neither right nor wrong, eg when students are asked to cast a vote between

visit us online at califone.com

options or asked to state their liking for something on a scale of, say, 1 to 5.

2. **The Answer Options.** Up to six options may be entered which are possible answers to questions, voting choices, a preference scale, etc. Items for the Buzz-in activity do not require material in this section.

3. **Multimedia.** A range of multimedia files may be added to enhance or replace the text of the stem and options within the item. These include pictures, sounds, video clips, animation, and web pages.

visit us online at califone.com

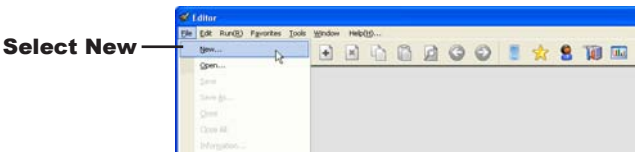
4 - 1 Generating EAS Files

Using the **Editor**, teachers can easily generate their own EAS files.

- **To generate a new EAS file:**

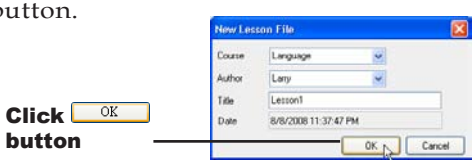
Step 1

To open the **Editor** window, double-click the icon on the desktop's **Got It!(tm)** folder. After the **Editor** window appears, click **New** on the File menu, or click the **New File** icon.



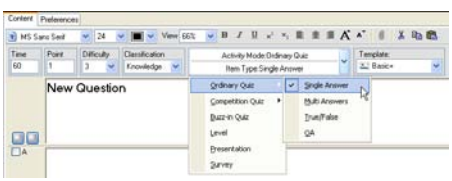
Step 2

In the **New Lesson File** dialog box, select or enter **Course**, **Author** and **Title**, and then click OK button.



Step 3

Select the activity mode (type of test) and question format (multiple choice, True/False, etc.) using the drop-down list.



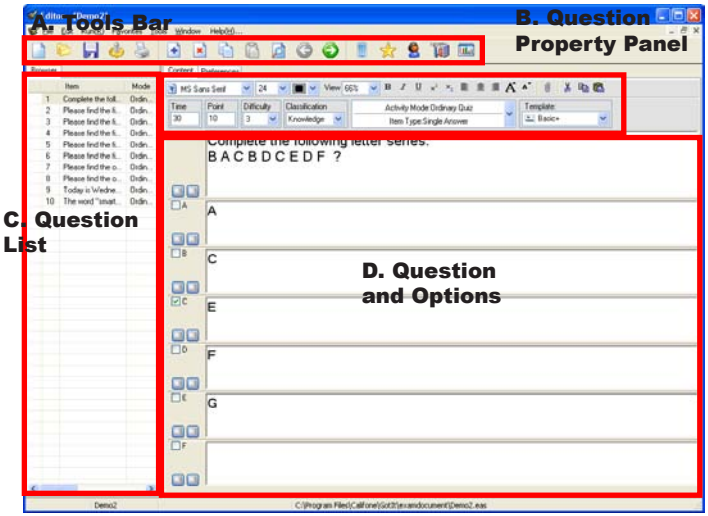
visit us online at califone.com

There are six standard activity modes to choose from:

1. **Ordinary Quiz:** This mode is used to evaluate student learning results. Four types of questions are available: multiple choice with single answer, multiple choice with multiple (correct) answers, true/false, and question.
2. **Competition Quiz:** This is a speed-oriented activity. The system will display the number(s) of the first student(s) to click on the correct answer. Two modes are available: single answer and true/false.
3. **Buzz-in Quiz:** In this mode, students "buzz in" by pressing any key on their remotes, and the instructor will choose a student to answer the question orally. The teacher determines whether the answer is correct or incorrect, and enters the information via remote control.
4. **Grade:** The question is phrased in Q&A format. The answer is scored via remote by the instructor.
5. **Presentation:** This is slide type presentation, for the teacher to demonstrate the course to students.
6. **Survey:** This mode is used to survey students' opinions. The instructor can tally students' responses and compile statistical data.

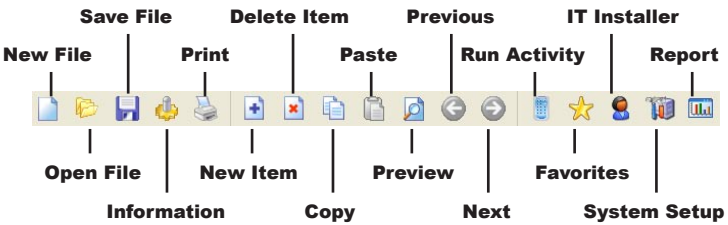
visit us online at califone.com

- **The Edit Window:**

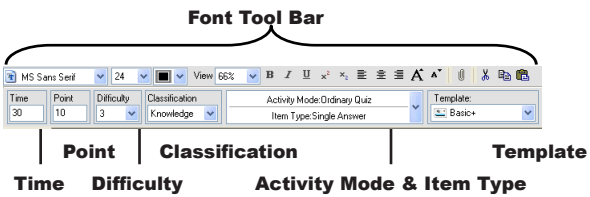


A. Tool Bar

The Buttons in the tool bar are described below



B. Question Property Panel



visit us online at califone.com

- **To add new questions:**

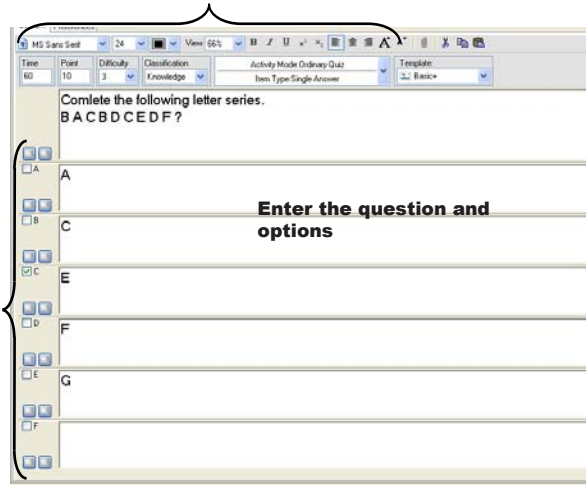
Step 1

To add new questions, click the **New Item** button or select **New Item** from the **Edit** menu.

Select New Item

In the **Editor** window, type in the question, enter a selection of response options in the answer fields, and click the check box next to the correct answer. Also select the number of points given for each question, time provided to complete each question and the level of difficulty for each question. On the top Font tool bar, you may select the font and other options as well.

Font Tool Bar



Enter the question and options

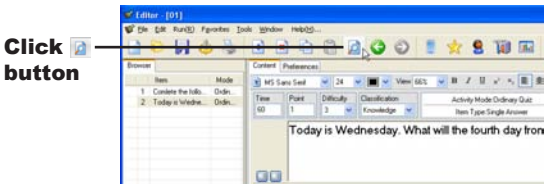
Check the correct answer

visit us online at califone.com

- **To preview a question:**

Step 1

To preview an individual question during editing, click the **Preview** button on the tool bar.



visit us online at califone.com

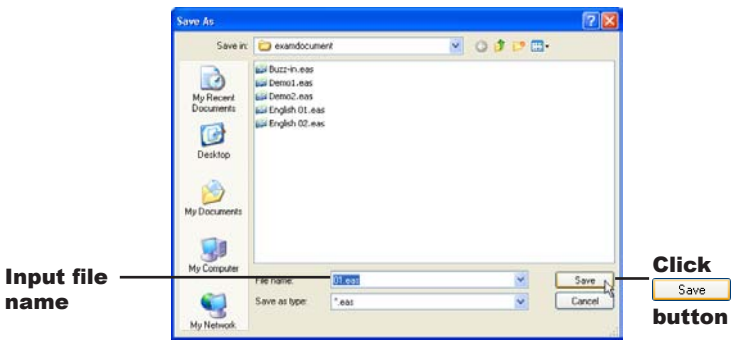
4 - 2 Saving, Importing and Exchanging EAS Files

After an EAS file is created, it must be saved before it can be opened on another computer. A saved EAS file can be opened on any Got It!™ - equipped computer and shared among users. The file will include all associated data and materials.

- **To save an EAS file:**

Step 1
In the **File** menu, click **Save**.

Step 2
In the **Save As** dialog box, choose the folder where you want the EAS file to be saved, enter the file name, and then click Save .



The file extension is **EAS**. Use Windows Explorer™ to copy the file to disk or CD, or to email it.

visit us online at califone.com

- **To load an EAS file:**

Step 1

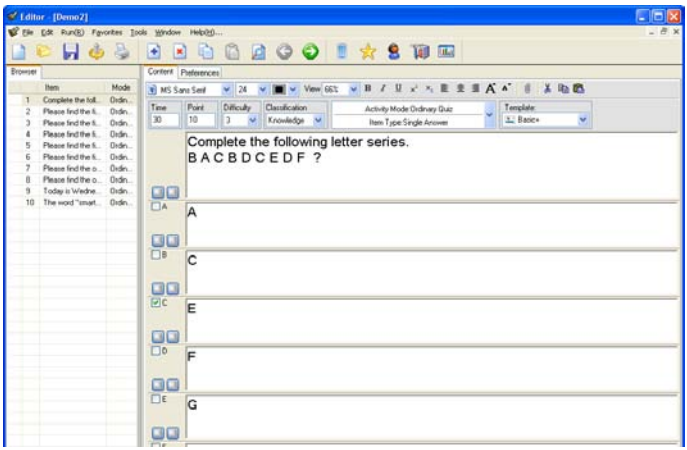
In the **File** menu, click **Open**.

Step 2

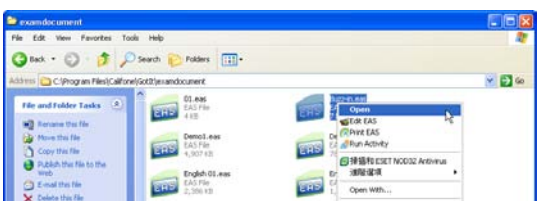
In the **Open** dialog box, choose the folder where the file is saved, select the EAS file to be opened, then click Open .

Step 3

When the **Editor** window appears, the file is loaded successfully.



You can also open the EAS file by right clicking the EAS file icon (from My Computer or Windows Explorer™) , and then choose the appropriate function from the drop-down menu.



visit us online at califone.com

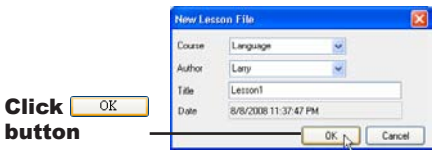
4 - 3 Creating a New EAS File from Existing EAS Files

EAS files can be self-generated, or they can be created by editing the content of existing EAS files. Existing EAS files can be downloaded from the web or imported from other instructors.

- **To Import content from existing EAS files into new EAS files:**

Step 1

In the **File** menu, click **New**. After the **New Lesson File** dialog box appears, enter the appropriate **Course**, **Author** and **Title**, and then click OK to continue.



Step 2

In the **File** menu, click **Open** to open the other EAS files.

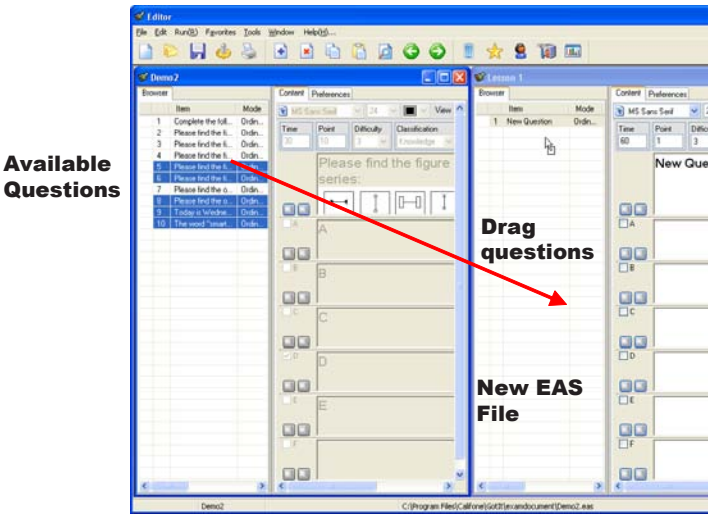
Step 3

In the **Window** menu, click **Tile Horizontal** or **Tile Vertical** to change the display layout, showing both files.

visit us online at califone.com

Step 4

Press and hold the **Ctrl** key and select questions from the source (existing) EAS file. Drag them to the question list of new EAS window.



Step 5

Multiple EAS files can be opened simultaneously, allowing you to import questions from several different files into your new file.

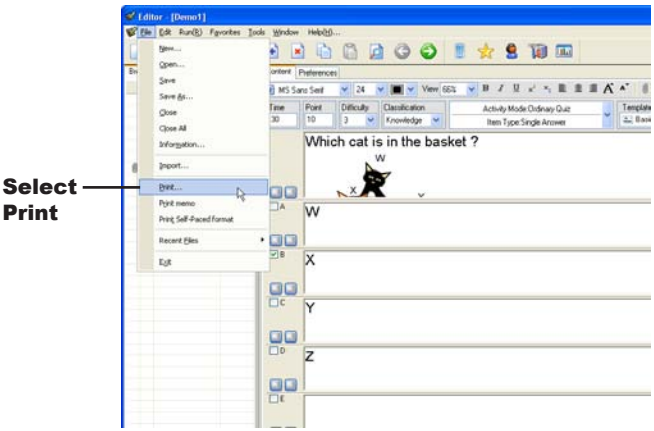
Step 6

When finished, click **Save** in the **File** menu.

4 - 4 Printing EAS Files

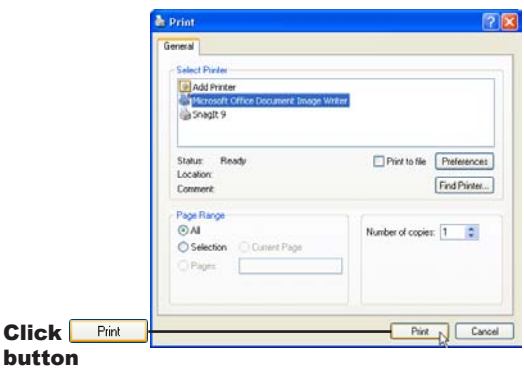
Step 1

Open an EAS file, and then click **Print** in the **File** menu.



Step 2

In the **Print** dialog box, select a printer, and then click Print to print the EAS file.



visit us online at califone.com

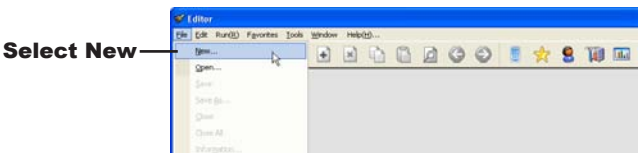
4 - 5 Editing Multimedia Questions

In addition to RTF text, Got It!™ supports multimedia attachments within questions. Questions can include images, sounds or video clips.

- **To edit multimedia content:**

Step 1

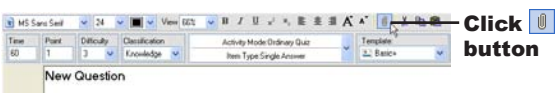
In the **File** menu, click **New**. After the **New Lesson File** dialog box appears, enter the **Course**, **Author** and **Title**, and then click OK to continue.



Step 2

Each question may have one main multimedia file (Stem) and up to six optional multimedia files associated with it. The stem can include a variety of multimedia files, such as image, audio, video, animation, HTML, etc.

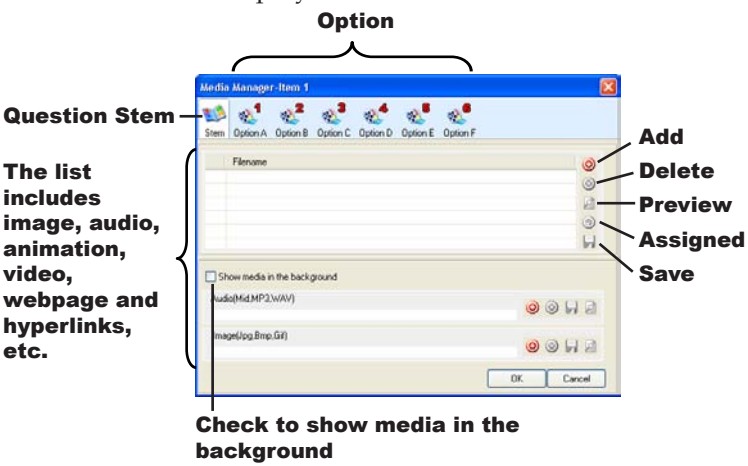
To add multimedia files to a question, click the **Add Media** button on the tool bar. Alternatively, click the **Add Image** and/or **Add Audio** buttons to the right of each question's text field.



visit us online at califone.com

Step 3

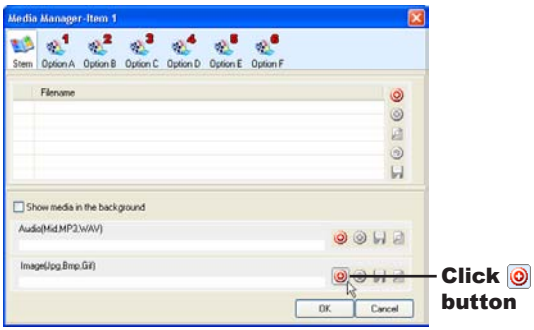
In the **Media Manager** dialog box, you can select the multimedia files you wish to associate with each question. If the **Play background audio automatically** box is checked, the associated multimedia file will be played in the background when the question is selected. If the box is unchecked, the question will be displayed, and clicking the embedded media icon will play the file.



visit us online at califone.com

Step 4

To add a background image to a question, go to the background display area, and then click the **Add** button at the right of the **Image (Jpg, Bmp, Gif)** field. Supported image formats include JPEG, GIF, and BMP.

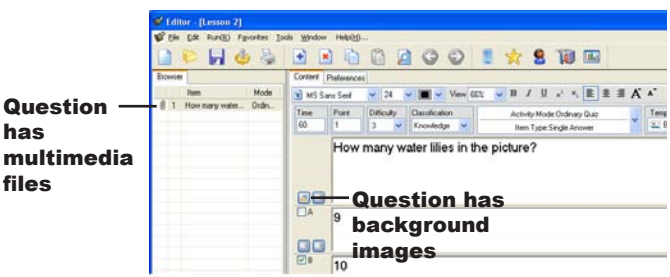


Step 5

After editing media files, select the OK button to return to the **Editor** window.

Step 6

If a question has an image file associated with it, the stem icon will be displayed. If the question has a multimedia file associated with it, the icon will be displayed.



visit us online at califone.com

In the Background Area a single audio file and a single image (picture) file may be added. These may or may not already be in the list in the Multimedia Area. When the template indicates a background image and/or audio is required, select **Show media on background** for these files to be used in the activity. When background files are activated, in some instances they may override a chosen multimedia file, eg. in the All Media template, a video may not be able to play when a background audio is selected.

In the Multimedia Area, a list of multimedia files which the teacher may wish to use with the item may be compiled using the **Add**, **Delete**, **Preview**, and **Save** buttons. All the types of multimedia can be used in this area. However, only one of the files may be used while the activity is running. Clicking on the file name in the list and using the **Assigned** button will create the active file.

The Multimedia Area of the stem accepts all file formats. Use **Add URL Link** (in Add) to add a webpage. Normally, when saving webpages in HTM, HTML or MHT file format, there are also many different second file names to choose from. When working regularly with Got It!™, it is recommended that webpages are saved in

visit us online at califone.com

MHT format. This prevents any loss of contents or files.

In the Background Area of the stem and in the Answer Options, Audio accepts MID, MP3, and WAV. Image accepts JPG, BMP, and GIF file formats.

NOTE:

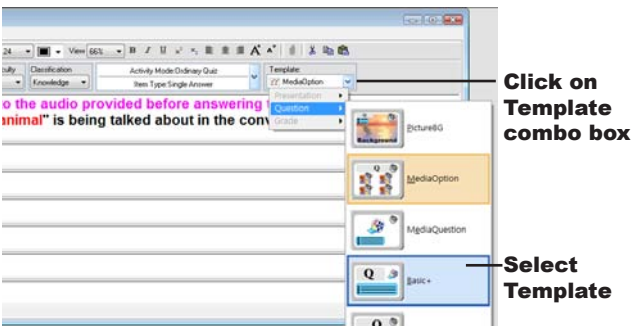
Mpeg 4 format may be supported depending upon the operating system. To play an Mpeg 4 video, the decoder of Mpeg 4 must be installed first.

visit us online at califone.com

- **Customizing Question Templates:**

Step 1

The Templates provide different layouts to determine how the material in an item is displayed during an activity. Which Template is used depends upon the Activity Mode chosen and how you wish to show the text of the stem and answer options and/or the multimedia attachments. To view template options, click on the **Template** drop-down menu in the tool bar.



The Templates are divided into three categories: **Presentation**, **Question** and **Grade**.

These Templates are used solely in the Presentation Activity Mode

» **Presentation**

Multimedia	The contents use the full display area for the attached file.
Presentation	This will only display the content of the question stem. This template can be used for presentation, and with questions having no standard answer.

visit us online at califone.com

Presentation+	This will display question stems together with the attached multimedia file.

» **Question**

These Templates are for all Activity Modes except Grade and Presentation

PictureBG	Answer choices are displayed. Clicking the multimedia icon plays the file and displays the associated graphics file.
MediaOption	Answer choices are displayed. Clicking the multimedia icon plays the file and displays the associated graphics file.
MediaQuestion	Answer choices are displayed along with a thumbnail of the graphics file in the center. Clicking the multimedia icon plays the file and displays the full sized graphics file.
Basic+	Answer choices are displayed along with a thumbnail of the graphics file on the right. Clicking the multimedia icon plays the file and displays the full sized graphics file.
Basic	Answer choices are displayed. Clicking the multimedia icon plays the file. No graphic file is displayed.
All Media	Answer choices are displayed along with all multimedia icons. Clicking the multimedia icon plays the file and displays the full sized graphics file.

» **Grade**

These Templates are used solely with the Grade Activity Mode.

Basic	This is the basic template plus multimedia.

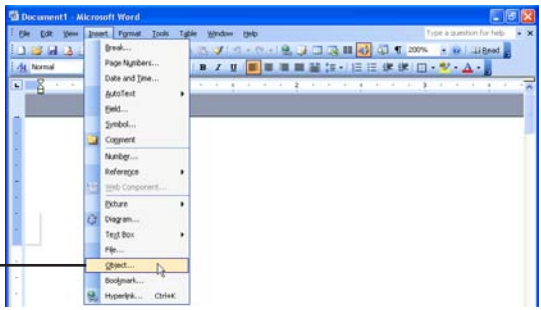
visit us online at califone.com

- **Inserting Microsoft® Equation™ Objects:**

Got It!™ can import objects from Microsoft® Equation™ editor, enabling instructors to display mathematic or scientific equations.

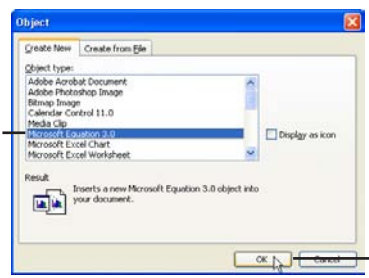
Step 1

After launching Microsoft® Word™, click **Object** in the **Insert** menu.



Step 2

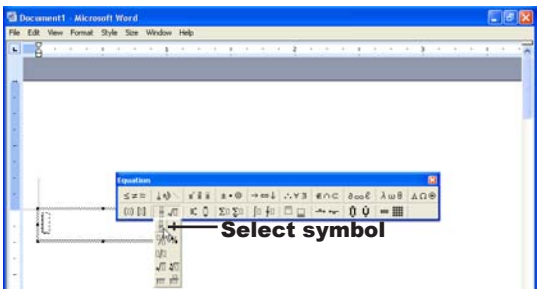
In the **Object** dialog box, select **Microsoft® Equation 3.0™** from the object list, and then click OK .



visit us online at califone.com

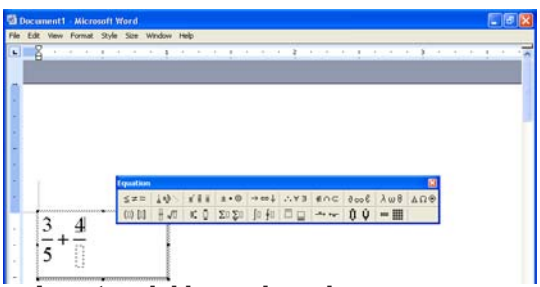
Step 3

Select the symbols for the mathematical equation from the Word™ equation tool bar. From the top row of the equation toolbar, you can choose from more than 150 mathematical symbols. From the bottom row, you can choose from a variety of templates or frameworks that contain symbols such as fractions, integrals, and summations.



Step 4

In the edit equation area, enter the variables and numbers to create the desired equations.



Insert variables and numbers

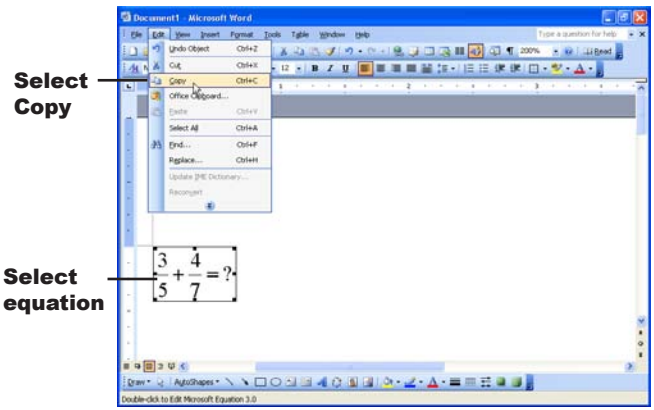
visit us online at califone.com

Step 5

After the equation editing has been completed, click the Word™ document to return to Microsoft® Word™.

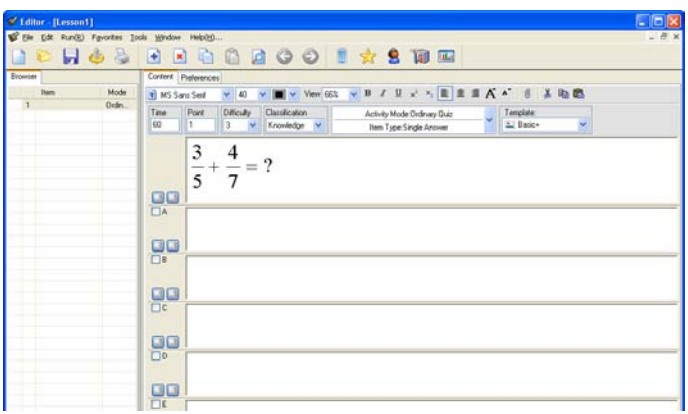
Step 6

Select the complete equation, and then click **Copy** in the **Edit** menu.



Step 7

After returning to Got It!™ 's **Editor** window, paste the equation into the question.



visit us online at califone.com

4 - 6 Organizing Favorites

Got It!™ allows you to save EAS files to your **Favorites** list for easy file management.

- **To add an EAS file to Favorites:**

Step 1

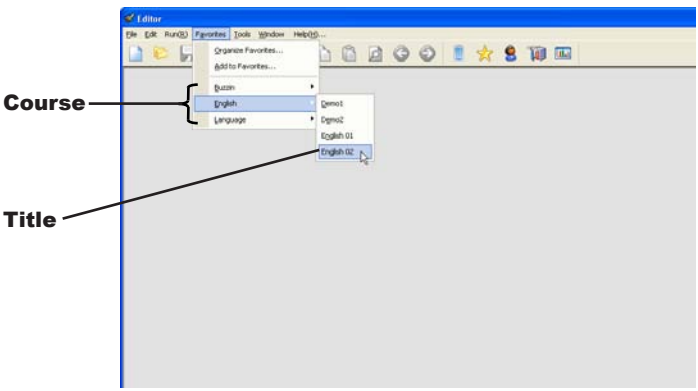
In the **Favorites** menu, click **Add to Favorites**.

Step 2

In the **Open** dialog box, choose a folder, select an EAS file, and then click Open .

Step 3

Click on **Favorites**, and the selected EAS file will be added.



visit us online at califone.com

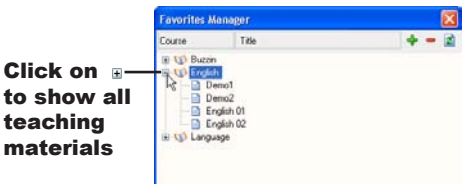
- **To delete an EAS file from Favorites:**

Step 1

In the **Favorites menu**, click **Organize Favorites**.

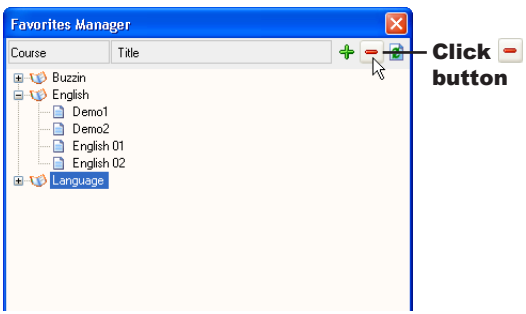
Step 2

In the **Favorites Manager** dialog box, click the ⊞ icon next to the desired subject.



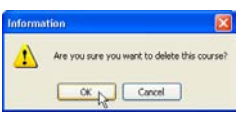
Step 3

Select the title you want to delete, and then click the ⊖ **Delete** button.



Step 4

In the **Information** dialog box, click OK to delete the file.



visit us online at califone.com

4 - 7 Convert a CSV File to EAS File

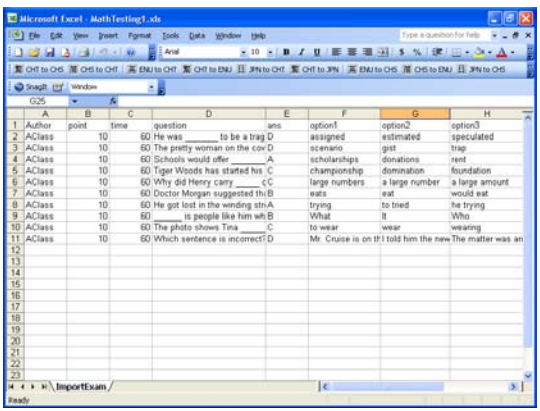
Got It!™ supports Microsoft®'s CSV file format, making it possible to easily import large quantities of text- formatted questions from Excel™.

- **To create a csv file:**

Step 1

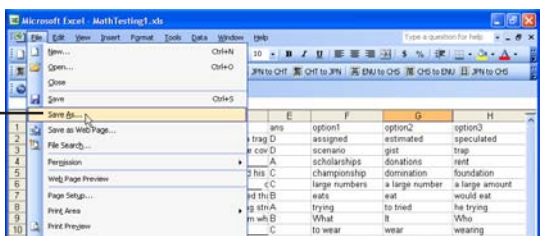
From Excel™, enter fields in the following order:

Author,**Point**,**Time**,**Question**,**Answer**,**Option1**, **and Option2** (depending on the number of options).



Step 2

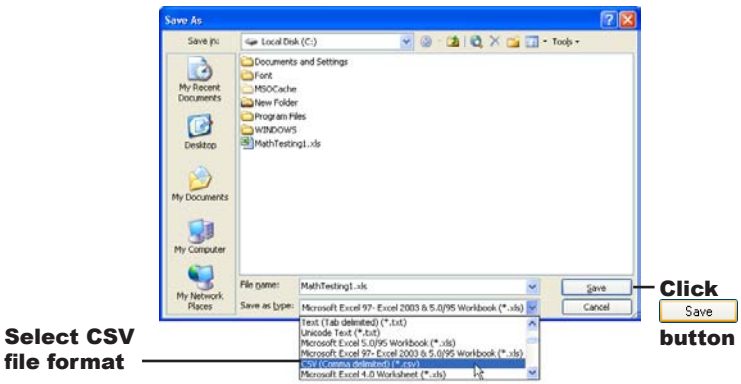
Click **Save As** in the **File** menu.



visit us online at califone.com

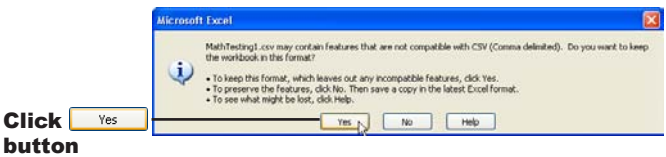
Step 3

Enter the file name, select **CSV (Comma delimited) (*.CSV)** from the drop-down menu, and click Save .



Step 4

Click Yes button.

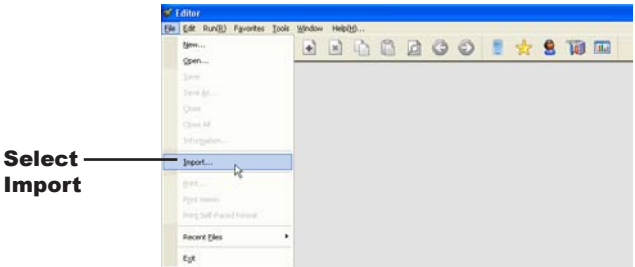


visit us online at califone.com

- **To import the CSV file into Got It!™'s Editor:**

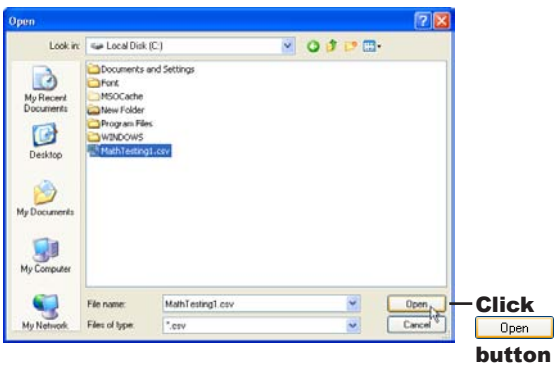
Step 1

In the **File** menu, click **Import**.



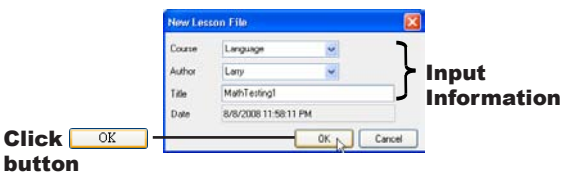
Step 2

In the **Open** dialog box, select the desired CSV file, then click the Open button.



Step 3

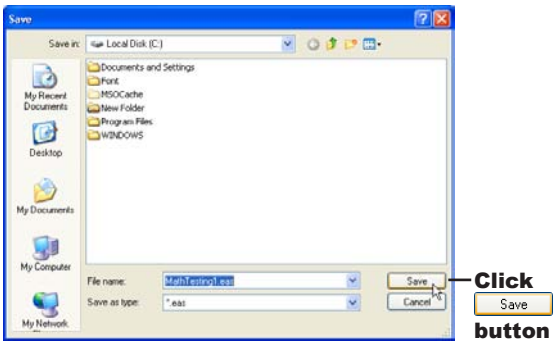
In the **New Lesson File** dialog box, enter course, author and title info, then click OK .

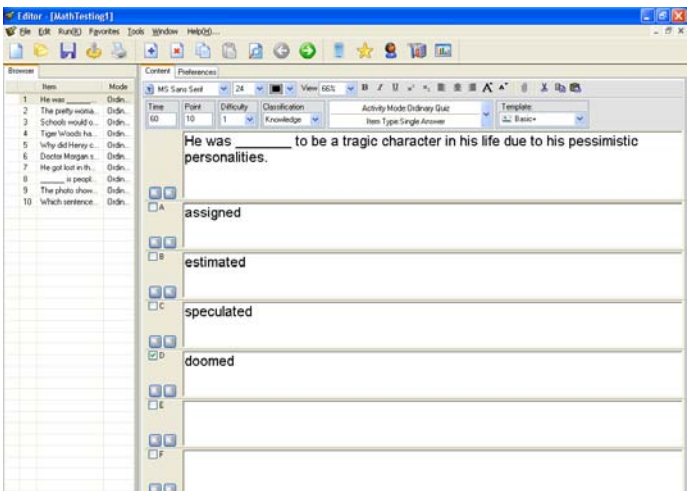


visit us online at califone.com

Step 4

In the **Save** dialog box, select a folder, enter the file name, and then click the Save button.





Imported File

visit us online at califone.com

Chapter 5

Interactive Activities

CALIFONE®

5 - 1 Interactive Instructional Activities

Got It!™ offers a wide range of interactive instructional activities. Through the convenience of its EAS files, instructors can choose from a variety of lesson plans and formats, from prepared materials to impromptu questions.

Got It!™ provides six main interactive modes:

1. **Ordinary Quiz:** Got It!™ presents prepared teaching materials in various question formats. Student responses and class statistics can be compiled for assessment purposes.
2. **Competition Quiz:** Got It!™ presents test questions in a competition style presentation, with students or groups of students attempting to be the first to answer each question.
3. **Buzz-in Quiz:** Similar to the competition quiz, however, only the first student to buzz in will be called upon to answer the question.
4. **Knock out Game:** Students who answer incorrectly are disqualified from answering further questions, ultimately resulting in a single "winner."
5. **Prompt QA:** This is a pure vote-tallying mode, with the instructor dictating the question for immediate response.

visit us online at califone.com

6. **Pick out:** This is used to pick out a student at random to answer a question. It is useful for individual or group surveying.
7. **Pre-Planned Quiz:** Pre-Planned Quiz is the most often used mode. In this mode, the instructor can assign a different mode to each question, ie. **Ordinary Quiz**, **Competition Quiz**, **Buzz-In**, etc. in the EAS file using Editor. When the instructor then runs the EAS file in **Pre-Planned** mode, the system will automatically run the files accordingly.

If the user opens the file using the **Ordinary Quiz** mode, all previous settings will be overwritten to **Ordinary Quiz**, regardless of whether the original setting was **Competition Quiz** or **Buzz-In Quiz**.

visit us online at califone.com

- **Using the Teacher's Remote:**

  One unique feature of Got It!™ is that the instructor can control all activities via the Teacher's remote control. This allows teachers to move around the classroom during the activity, greatly enhancing teaching interaction.

  The buttons on the teacher's remote control simulate the numeric keypad on the computer keyboard. Unlike the student's remote controls, the teacher's remote is marked with small icons to indicate each button's function.

- **Using the Student's Remote**

  The Got It!™ student remote is not only ergonomically designed, but user-friendly as well.

  - Keys 1-9 are used for answering questions in most Got It!™ activities.
  - The • and = buttons are used in the **Self-Paced** Activity Mode.
  - We have reserved 3 buttons on the top for later versions of Got It!™.
  - The 3 buttons on the top have no function at the moment.

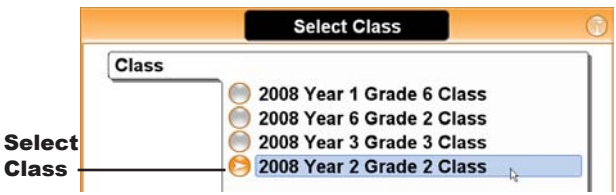
- **Using Got It!™ in the Classroom**

  Note to Teachers:

  Students are able to change their answer to any question up until the teacher presses the pause key, or statistical chart key, goes to the next question, or orally tells the class to stop. Software will always accept the last key pressed by the student as the final answer.

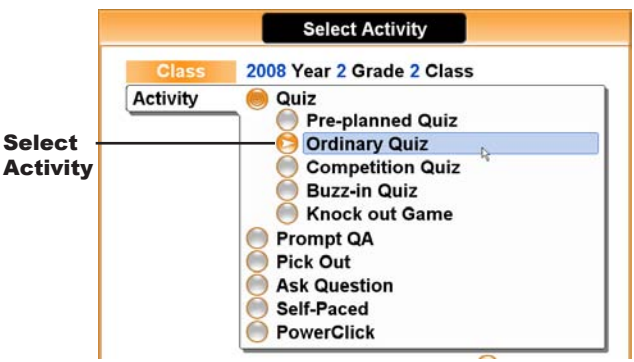
Step 1

Double click the **Activity** Icon on your desktop's **Got It!(tm)** folder. In the **Select Class** window, select the desired class.



Step 2

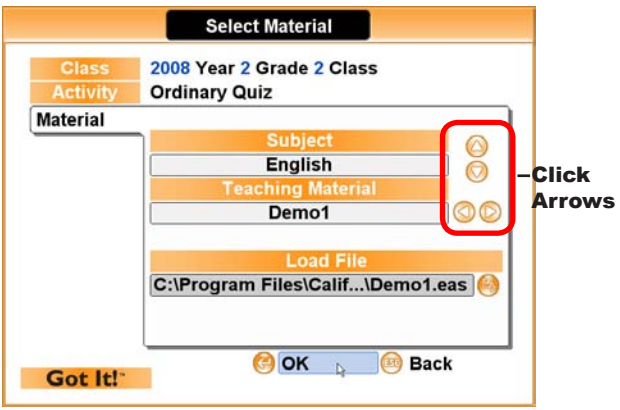
In the **Select Activity** window, select the desired activity function.



visit us online at califone.com

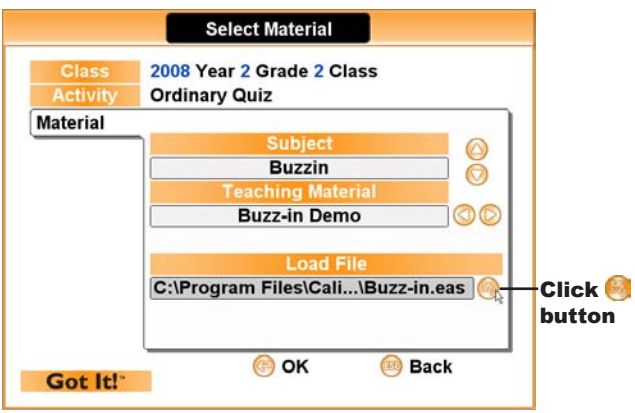
Step 3

When the **Select Material** window appears, click on the **Up** or **Down** arrows to browse available subjects; the **Left** and **Right** arrows for the types of material provided under the chosen subject. (This can be done using the computer keyboard or the teacher's remote control, as noted above.)



Step 4

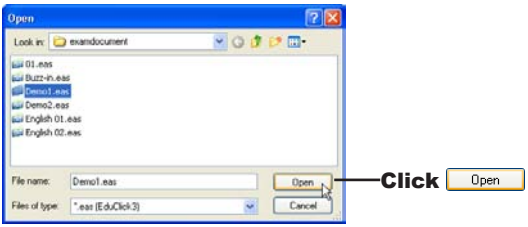
In addition to the available options displayed, other EAS files can be loaded by selecting the **Open** button.



visit us online at califone.com

Step 5

In the **Open** dialog box, choose the folder where the activity files are located, select the file, and then click Open .

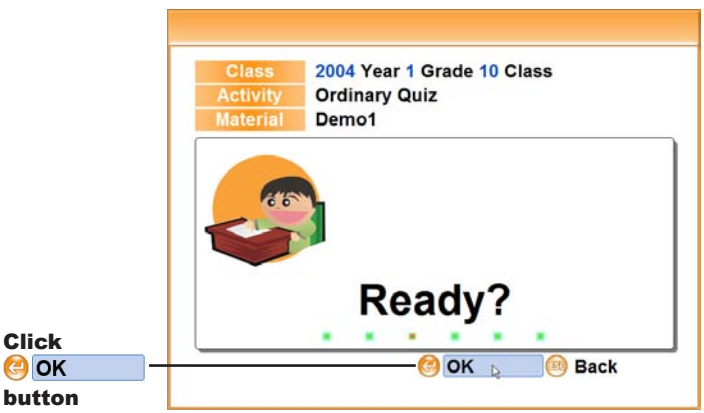


Step 6

Return to the **Select Material** window, press OK on the remote or computer.

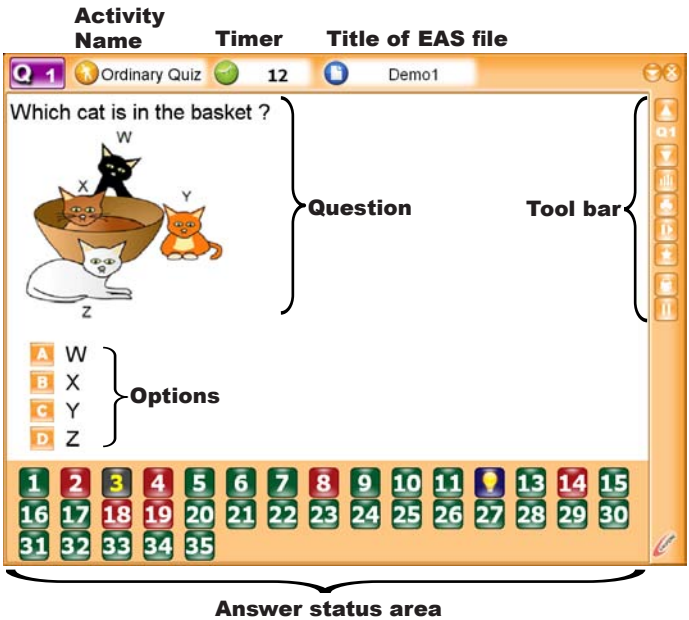
Step 7

When the **Ready** window appears, students are instructed to get their remote controls ready. The teacher introduces the activity, then presses or OK button to begin.



visit us online at califone.com

When the main activity window appears, the students press the number buttons on the remote control to answer the question. The activity name, timer and title of EAS file are displayed at the top of the window, the Answer Status Area is at the bottom, and the tool bar is on the right.



The buttons in the Answer Status Area are color-coded to indicate status:

1	The student has answered the question
1	The student has not answered the question
1	The answer is out of the range
	The student is entering the answer

visit us online at califone.com

The buttons in the tool bar area perform the same functions as those on the teacher's remote control:

Tool button	Corresponding button	Description
		Previous Question
		Next Question
		Statistical Chart
		Show Answers
		Play Multimedia
		Insert Ad Hoc Activity
		Scoreboard
		Restore Eliminated Students

visit us online at califone.com

5 - 2 Ordinary Quiz

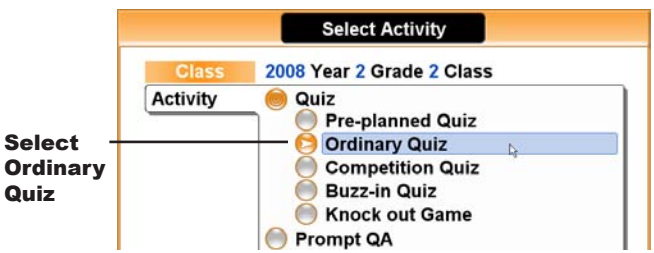
This activity is the most commonly used for instruction, and for evaluating students' comprehension and progress. Questions are provided with (user-programmable) response times, allowing the instructor to observe response patterns and evaluate individual and class progress.

In-class applications	Remarks
Formative evaluation: Instructor can observe and evaluate students' comprehension of the course subject.	Teacher can review the questions one by one after the activity.
Quiz instruction: Instructor can focus on the questions students are struggling with, and review those questions one by one.	Use the "Show Answers" and "Statistical Chart" functions to see instant feedback and results.
Group learning: Each group can generate their own questions following cooperative learning and discussion. Then each group can present questions to the class.	The goal of the group learning task should be well defined so that students can best prepare for the questions.

- **To operate Ordinary Quiz mode:**

Step 1

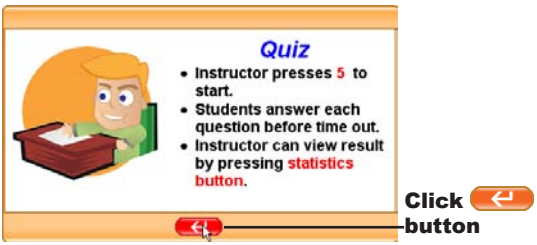
In the Activity application, select the desired class, and then load the EAS file. In the **Select Activity** window, choose **Ordinary Quiz**.



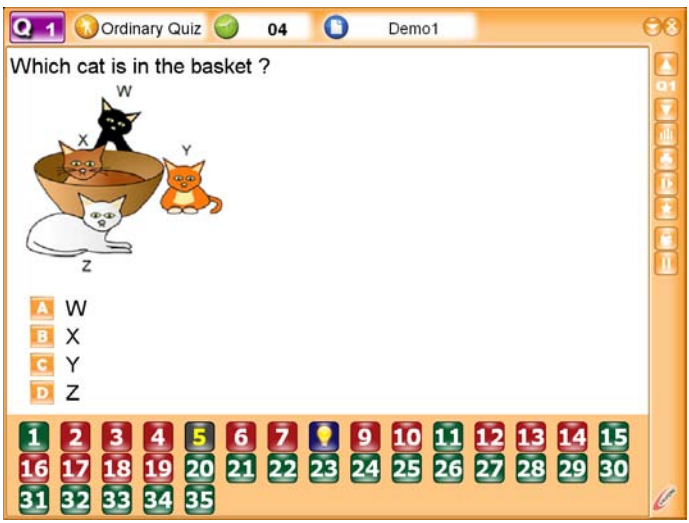
visit us online at califone.com

Step 2

In the **Quiz** dialog box, press on the remote or on the computer to begin.

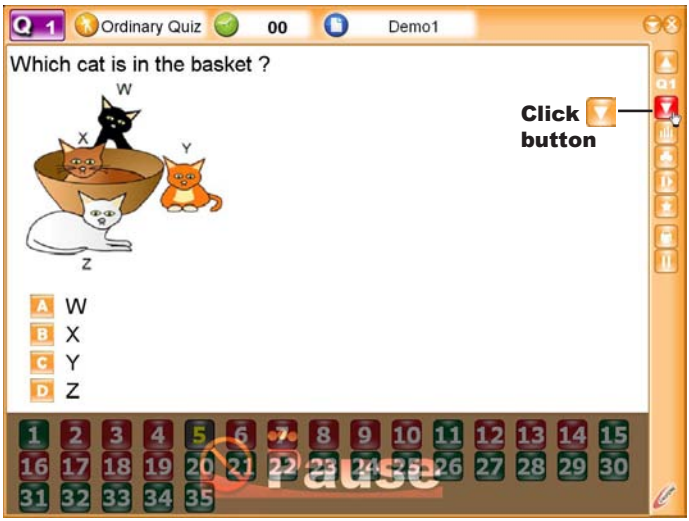


As soon as the main activity window appears on the screen, the system will automatically initialize a countdown timer. Students must key-in their answers within the specified time. Each student's answering status will be displayed below the question window. Red buttons indicate that students have answered.



visit us online at califone.com

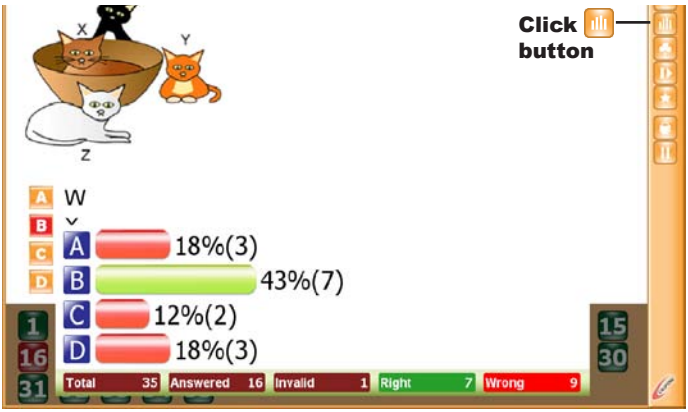
The teacher may proceed with the next question by clicking on **Next Question** on the remote or computer.



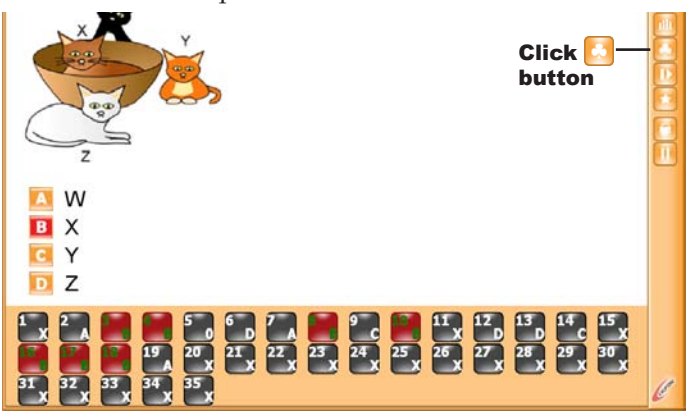
At the end of the final question, the instructor can close the test window by pressing the button on the remote or on the computer. Click ESC to return to the questions and review the students' answers.

visit us online at califone.com

Clicking on the **Statistical Chart** button will display a chart of the students' answers for the current question. You can view the number of students who answered the question, the number of correct/incorrect answers, and the percentage of correct/incorrect answers.

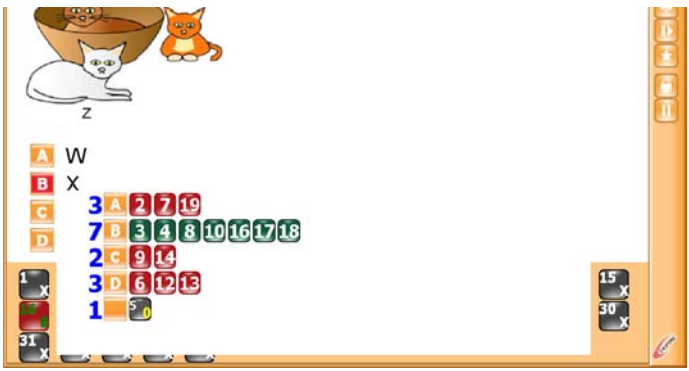


Pressing the **Show Answers** button will display detailed response data for each student. Two types of displays are available: In direct display, the red buttons indicate correct responses while gray buttons indicate incorrect or no response.

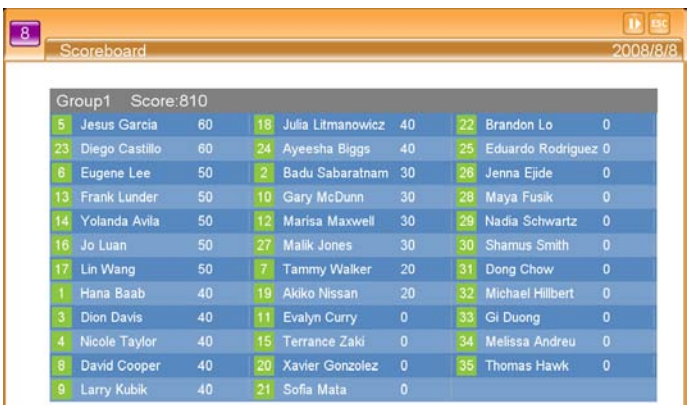


visit us online at califone.com

Pressing the **Show Answers** button a second time will bring up an alternate display. In this mode, the number of respondents for each answer option is indicated. The students' corresponding numbers are shown next to the option they have selected. The green button indicates correct answers, while red represents incorrect answers.



Pressing the **Scoreboard** button will display the scoreboard. The scoreboard displays the cumulative scores for each student and the total score of the class.



visit us online at califone.com

If the **Scoreboard order by group number** option is checked (see section **5-8 Activity Setup**), it will display students' cumulative scores sorted by groups, and list the total score of each group.

visit us online at califone.com

5 - 3 Competition Quiz

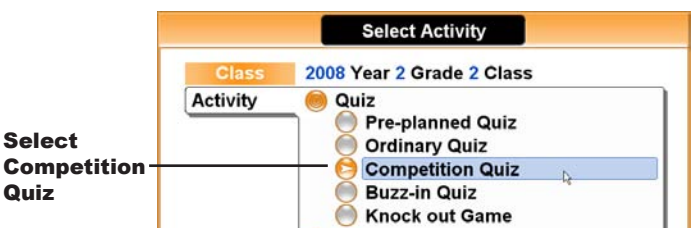
Competition Quiz mode is similar to Ordinary Quiz mode, but adds the element of competition between students, either individually or in groups. The system will display the first 1 to 3 students with the correct response.

In-class applications	Remarks
Competition activity: Involve the entire class in an answering competition.	Some students with slower reflexes may not have the chance to answer in this activity.
Group competition: Focus on a designated topic to be discussed among groups before proceeding with the competition. • ***Representative:*** Select one representative to respond for the group. • ***Group:*** After discussion, the entire group competes for their chance to respond.	While group competition increases each student's chances to respond to questions, more time is required for students waiting for their turn to respond.
Have students create their questions from designated content, individually or as a group, then proceed with the contest.	The instructor establishes a standard for grading based on the accuracy of the responses.

- **To operate the Competition Quiz mode:**

Step 1

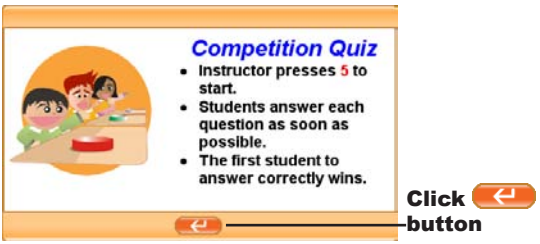
In the **Select Activity** window, choose **Competition Quiz**.



visit us online at califone.com

Step 2

In the **Competition Quiz** dialog box, press to begin the activity.



When the main activity window appears, the students will attempt to answer the competition question as fast as they can. Once a student responds correctly, a notice dialog box will appear, indicating the student's name and seat number. Press the button to close the notice dialog box and return to the question to discuss it with the class. Press the **Next Question** button to proceed to the next question.

visit us online at califone.com

Discussion of the questions can be conducted after the activity has been completed. Pressing the button after the last question will end the activity.

visit us online at califone.com

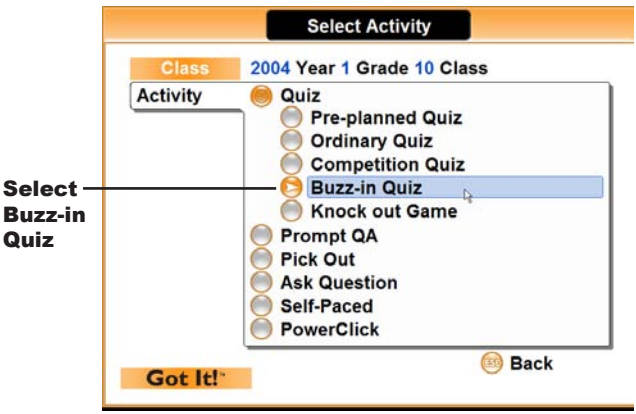
5 - 4 Buzz-in Quiz

Similar to Competition Quiz mode, in Buzz-In Quiz mode, students compete for the opportunity to answer questions verbally. In Buzz-In mode, however, students obtain their chance to answer by being the first to press ANY key on their remote control. The instructor may then call on that student to answer the question verbally.

- **To operate the Buzz-in Quiz mode:**

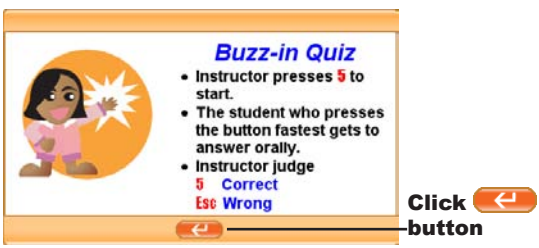
Step 1

In the **Select Activity** window, choose **Buzz-in** Quiz.



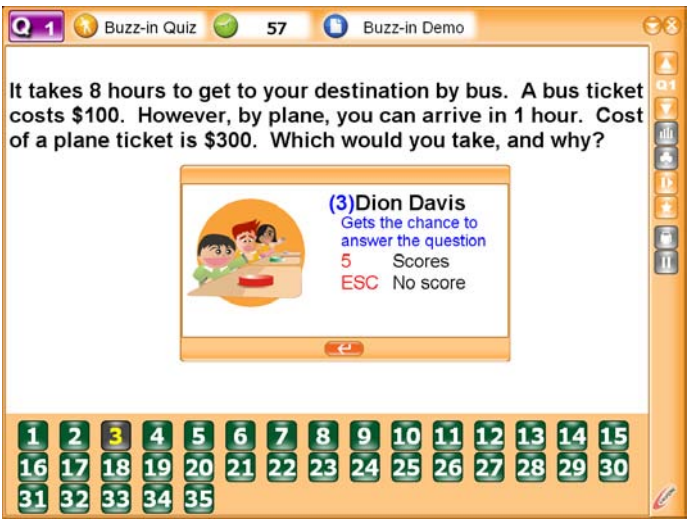
Step 2

In the **Buzz-in Quiz** dialog box, press the button to begin the activity.

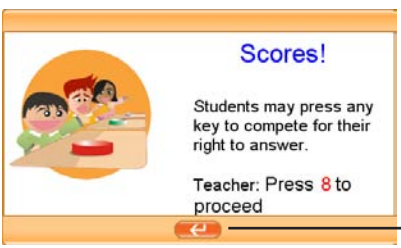


visit us online at califone.com

Students can press any button on their remotes as soon as the question appears. The first student to press any key will appear in the dialog box. The instructor can then call on that student to respond verbally, and the instructor may then ask further questions.



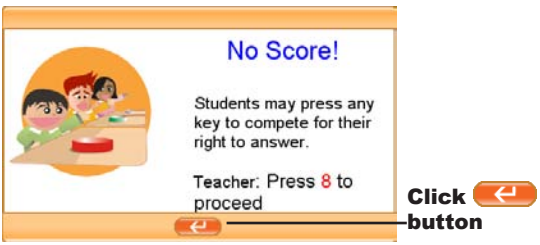
If the student answers correctly, the teacher can press the button to award points to that student. The **Scores** dialog box will appear. Press the **Next Question** button to proceed to the next question.



Click button

visit us online at califone.com

If the student responds incorrectly, the teacher can press the **ESC** button to offer other students an opportunity to respond. The other students can then compete to be the first to press any key. After the last question, the teacher can press the ↵ button to end the activity.



NOTE:

In Buzz-in Quiz mode, no answer choices are displayed for the questions.

5 - 5 Knock Out Game

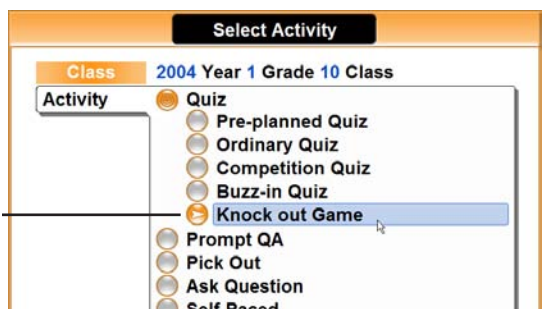
In the Knock Out Game, students are only provided one chance to answer correctly. Students who answer correctly continues to the next question, and students who answered incorrectly, are eliminated from the competition.

In-class applications	Remarks
Contest activity: Involve the entire class in an answering contest. An incorrect answer will entirely eliminate the student from further participation. The last student(s) left is/are the winner(s).	To increase students' chances to participate, questions may be presented from easiest to most difficult.
Group contest: • *Representative:* selected representatives take turns answering for the group. An incorrect response eliminates the entire group. • *Group:* The group answers together and the scores are tallied as a group.	The knock out game offers several possible modes of play. Instructors must clearly define rules of play to encourage student participation.

- **To operate Knock Out Game mode:**

Step 1

In the **Select Activity** window, choose **Knock Out Game**.

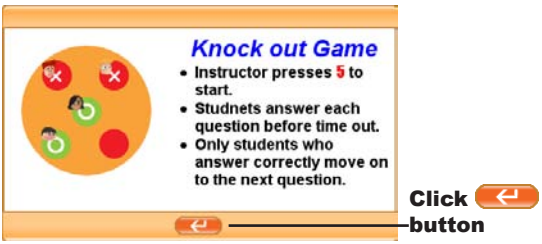


Select Knock out Game Quiz

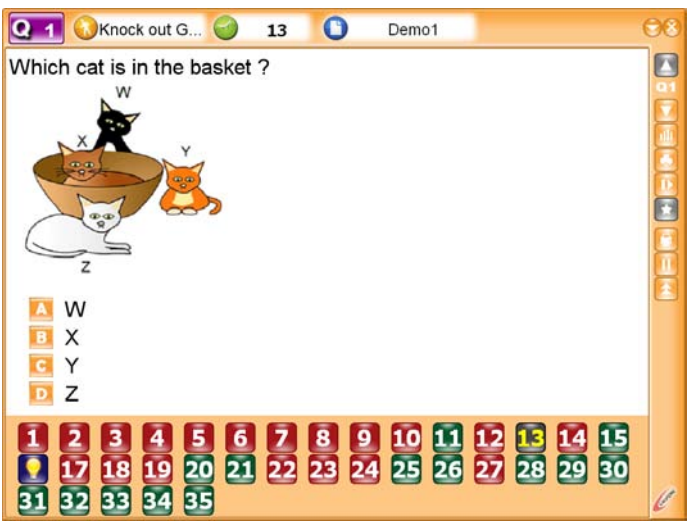
visit us online at califone.com

Step 2

In the **Knock Out Game** dialog box, press the button to begin the activity.

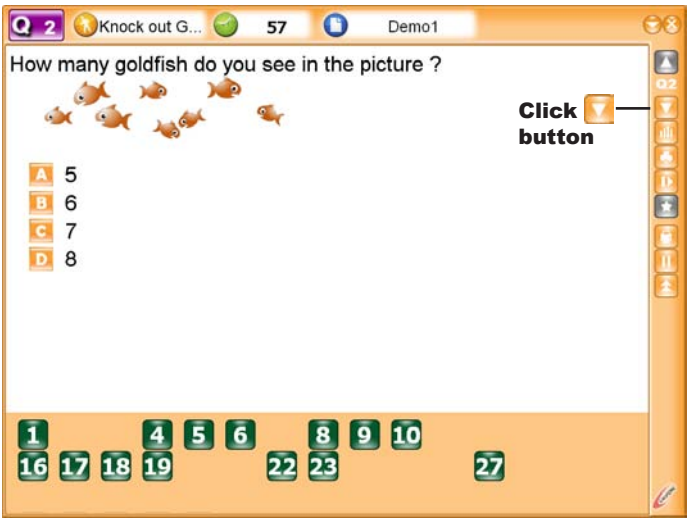


The countdown timer is started once the question appears on the screen. Students must key-in their answer within the given time limit. Incorrect answers automatically eliminate the students from participation in subsequent questions.

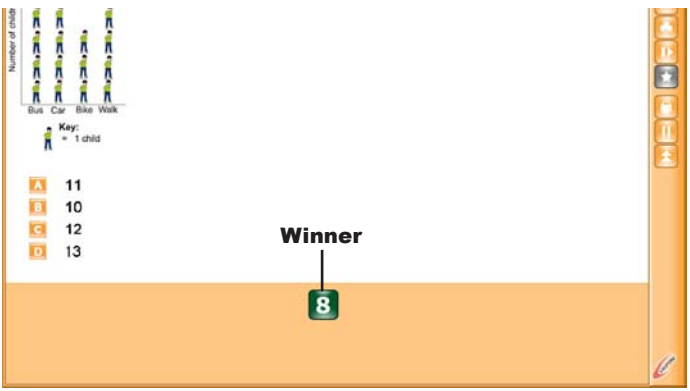


visit us online at califone.com

After all students have responded, the instructor can press the **Next Question** button to go to the next question. In the next question screen, only the buttons of those students who have answered correctly will appear.



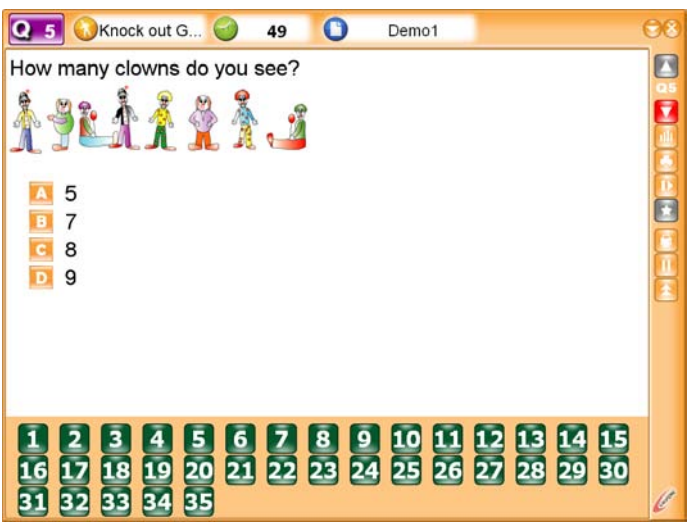
Repeat the previous step until only one student or group remains. That student or group is the winner of the game.



visit us online at califone.com

If the instructor wishes to allow the eliminated students to re-enter the activity, press the **Restore Eliminated Students** button and then the button to restore the answering status of previously eliminated students.

After the Confirm button is pressed, all of the students regain the ability to participate.



visit us online at califone.com

5 - 6 Prompt QA

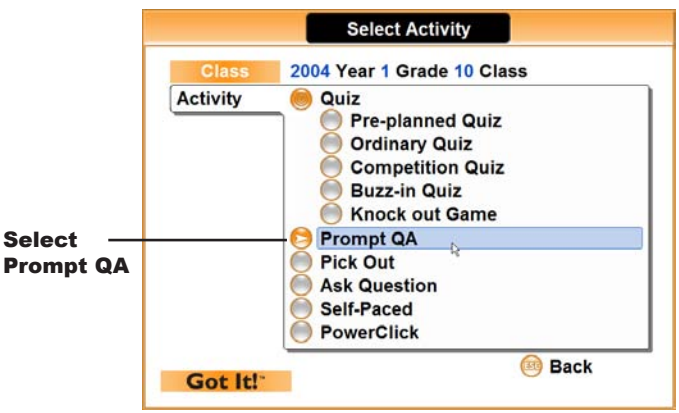
In some cases, the instructor may wish to survey the class for ideas or opinions, rather than testing them, with no questions prepared in advance. The Prompt QA mode is useful in this scenario.

In-class applications	Remarks
Self-evaluation: To assess specific subjects individually.	Instructor can better understand students' needs.
Peer-evaluation: Group assessment for projects or activities.	Instructor can design evaluation systems for various projects and activities.
Voting: To cast votes on a specific issue.	Can be conveniently applied at any time.
Election: • Student council • Special tasks	Shorter, more efficient vote-counting.

- **To operate Prompt QA mode:**

Step 1

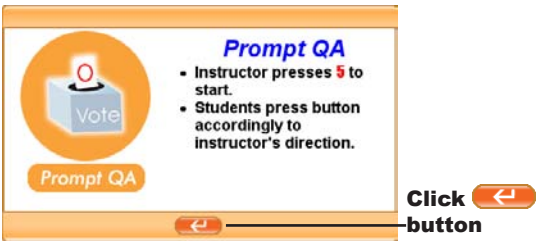
In the **Select Activity** window, choose **Prompt QA** .



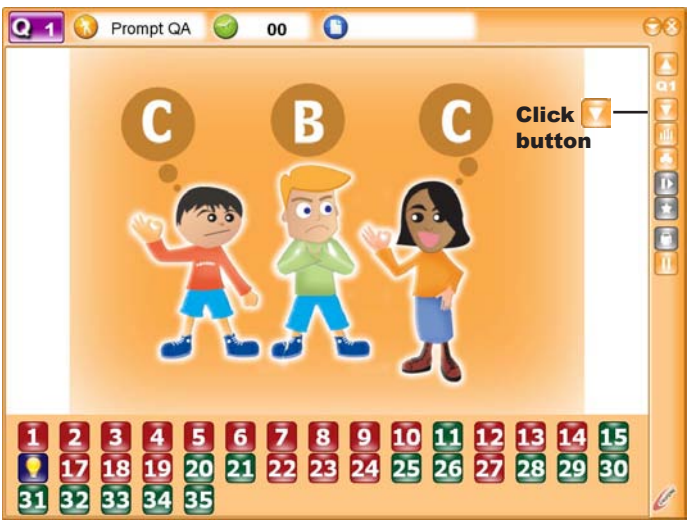
visit us online at califone.com

Step 2

In the **Prompt QA** dialog box, press the button to begin the activity.



Instructor can present questions verbally or via the Got It!™ display mode. Students' answering status will be displayed at the bottom of the screen. To reset the screen for the next question, press the **Next Question** button.



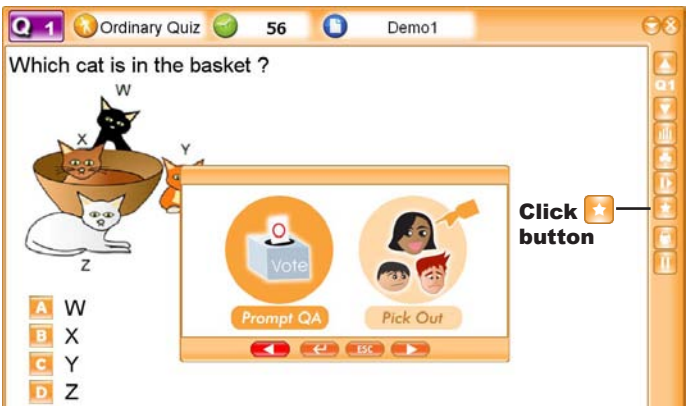
Prompt QA mode is similar to the Ordinary Quiz mode, except that no questions appear on the screen. During the activity, the teacher can view a statistical display of individual students' and class response status.

visit us online at califone.com

- **To insert a Prompt QA activity during any other activity:**

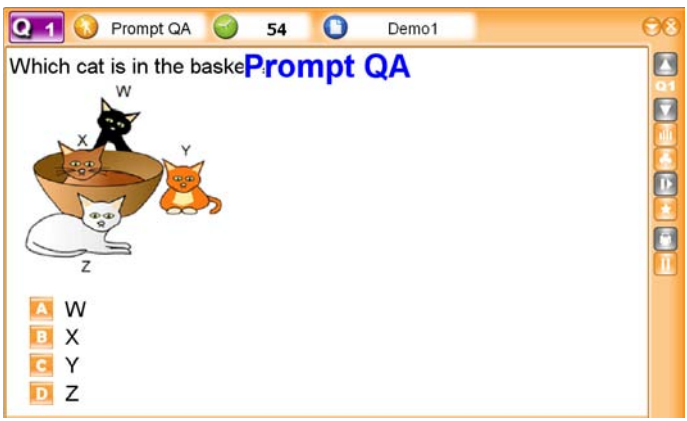
Step 1

While the activity is running, click the **Insert Ad Hoc Activity Mode** button, then select **Prompt QA** from the dialog box.



Step 2

In the **Prompt QA** window, the instructor can ask a question orally. The procedures are the same as with the ordinary **Prompt QA**.



visit us online at califone.com

5 - 7 Pick Out

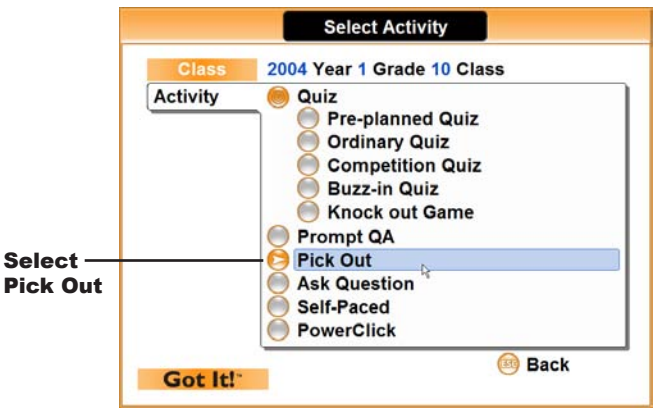
The instructor can use Pick Out activity mode to select a student or group to answer a question. This is useful in tracking an individual student's learning progress.

In-class applications	Remarks
Pick Out: Randomly select a student to answer a question.	Can be used when time and classroom circumstances are appropriate.
Group discussion: Can be used following a class discussion. • *Representative:* Select a representative to answer for the group. • *Group:* After the discussion, the entire group answers together.	With only one representative answering for the group, students' participation time is limited.
Random sampling: Use random sampling to gather ideas on a specific issue.	Students may not all have the same opinions, thereby skewing results; consider possible margins of error.

- **To operate Pick Out mode:**

Step 1

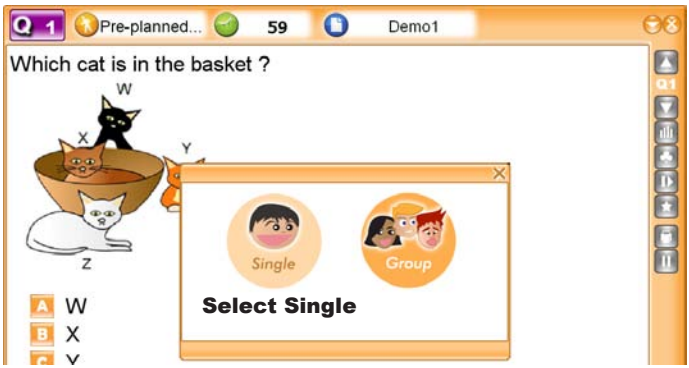
In the **Select Activity** window, choose **Pick Out** .



visit us online at califone.com

Step 2

In the **Selection Mode** dialog box, choose **Single**, and then press .



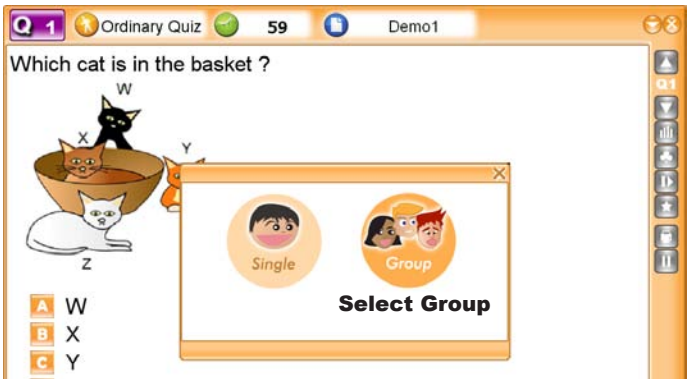
Step 3

In the **Select Single** dialog box, press or the button to pick a student at random. To select a different student number, simply press or the button to initiate another selection. Press Esc to close the Pick out activity.

visit us online at califone.com

Step 4

To select a group, choose **Group** in the **Selection Mode** dialog box.



Step 5

In the **Select Group** dialog box, press ↵ or the button and the system will select a random group.

NOTE:

The instructor can also insert a Pick Out activity during any other activity by pressing the button.

visit us online at califone.com

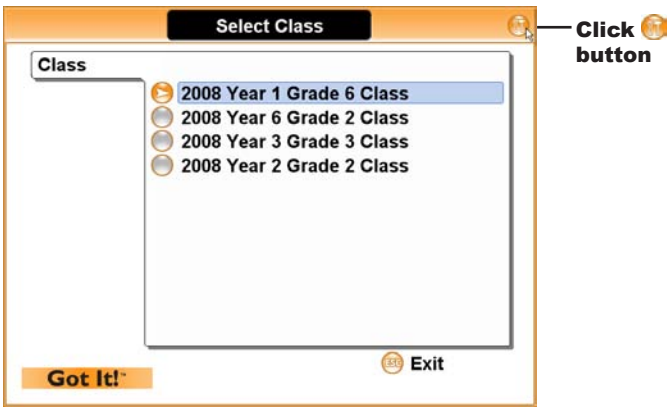
5 - 8 Activity Setup

The instructor can select the activity options for each interactive mode.

- **To set activity options:**

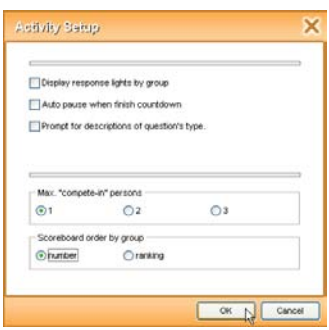
Step 1

Click the **Activity Setup** button in the **Select Class** window.



Step 2

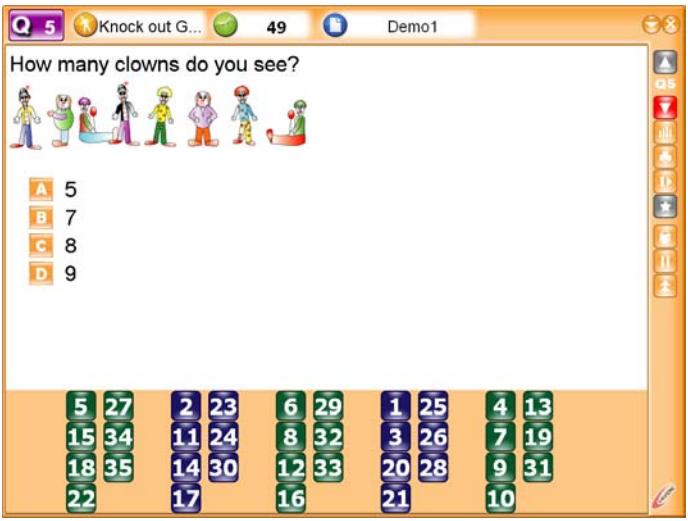
When the **Activity Setup** dialog box appears, select the desired activity options. The options are described below. After the setup is completed, click the OK button.



visit us online at califone.com

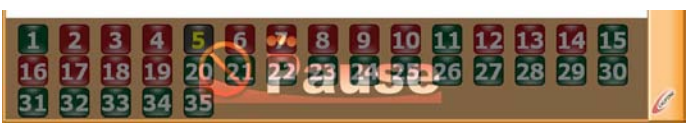
» **Display response lights by group:**

When this option is selected, the student button displays are sorted by groups. This can help the instructor to more easily track the progress of different groups.



» **Auto Pause when accomplish countdown:**

When this option is selected, the "Pause" screen will appear when the allocated countdown time has expired. Students can then no longer modify their responses. (When this option is not activated, students can continue to respond or modify their responses even after the countdown has expired.)



» **Maximum "Compete-in" persons:**

This option allows the instructor to set the number of students eligible to score in the Competition Quiz activity mode. At least one student is required, with a maximum of three students.

» **Scoreboard order by group number:**

When this option is selected, the scoreboard will be displayed by group number.

visit us online at califone.com

» **Scoreboard order by group ranking:**

When this option is selected, the scoreboard will be displayed from highest grades to lowest grades.

visit us online at califone.com

Chapter 6

Self-Paced Activity

CALIFONE®

What is Self-Paced activity mode?

The **Self-Paced** activity mode may be called the electronic version of the traditional paper question and answer assignment. The teacher prepares an EAS file with questions and multiple choice answers using Got It!™. This is then printed out and a copy is given to each student. The students work through the assignment at their own speed, recording the answers with their remotes as they are ready. Thus, the teacher only needs to begin and end the activity.

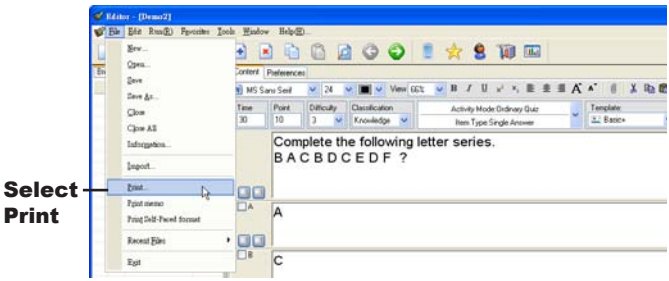
- **Getting Started:**
  Before running the activity, the instructor prints out the test or questionnaire and issues it to the students. Students use the remote control to select the question and then input the answers. When the test is completed, the instructor can review the students' answers using the **Report** program.

visit us online at califone.com

- **To print test or questionnaire:**

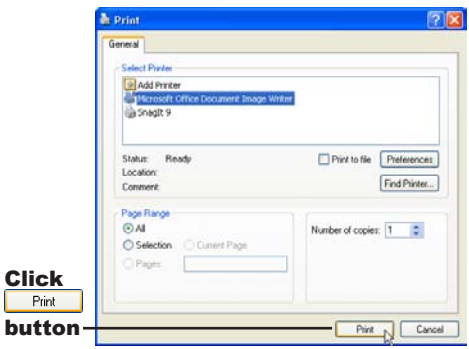
Step 1

Open an EAS file from the **Editor** window, then click **Print** on the **File** menu.



Step 2

When the **Print** dialog box appears, select the printer you want to use, then select Print to print.

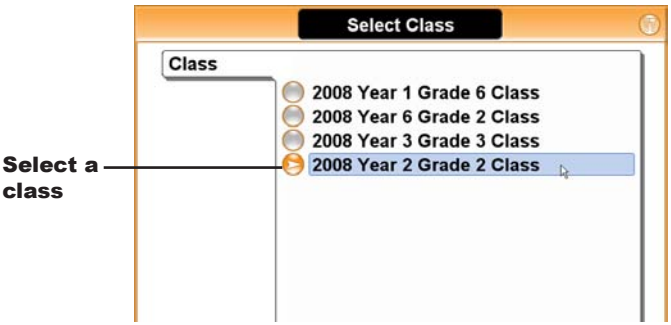


visit us online at califone.com

- **To operate the Self-Paced mode:**

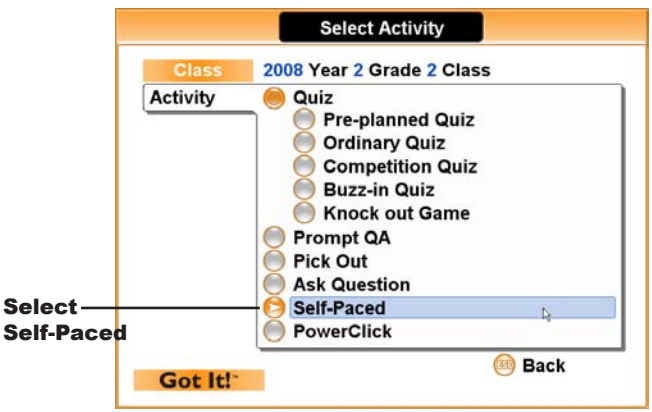
Step 1

Double click the **Activity** Icon on your desktop's **Got It!(tm)** folder. In the **Select Class** window, select the desired class.



Step 2

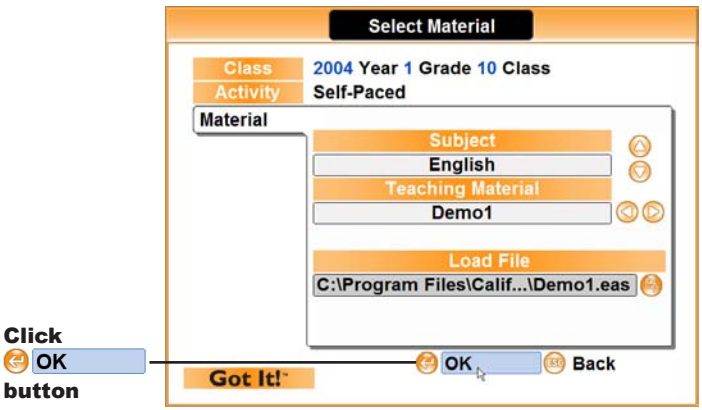
In the **Select Activity** window, select **Self-Paced**.



visit us online at califone.com

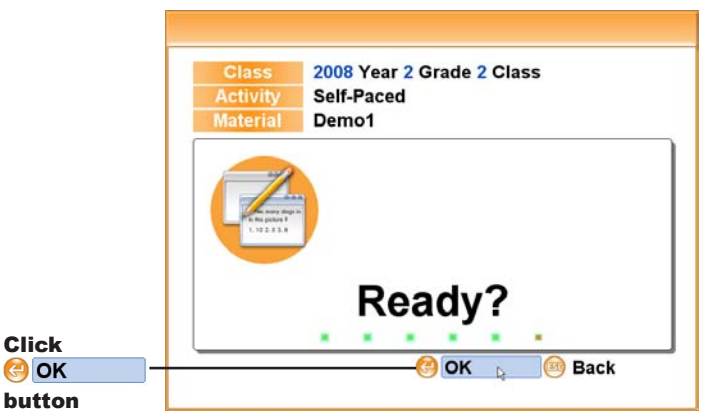
Step 3

In the **Select Materials** window, select the desired EAS file, then press or click the OK button.



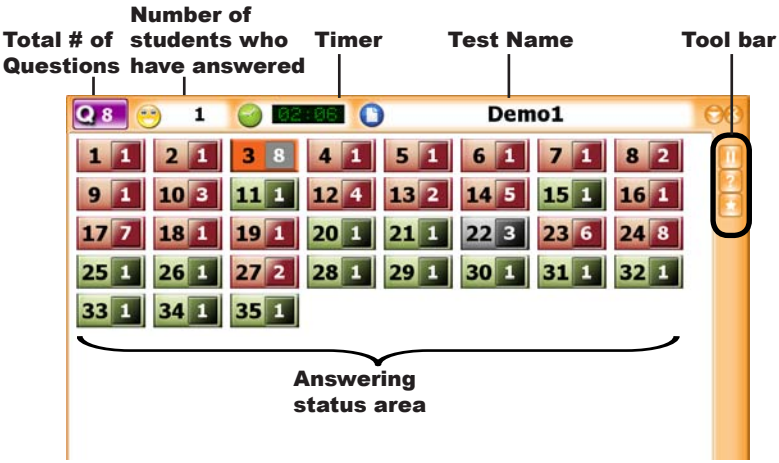
Step 4

When the **Ready** window appears, the instructor can introduce the activity process, then press or click the OK button to begin the **Self-Paced** activity.



visit us online at califone.com

When the **Self-Paced** window appears, questions will not appear on the main screen. Only students' answering 1 1 status will be displayed. The left side of the button indicates the remote control number, and the right side represents the question number being answered. Each student can answer the question at their own pace. Click on II to go to the next question, or click on Esc to go back to the previous question.



The buttons in the answering status area are described below:

1 1	Student has answered the question
1 1	Student has not answered the question
1 1	Answer is out of range
	Student is entering the answer
1 1	Student has completed the test

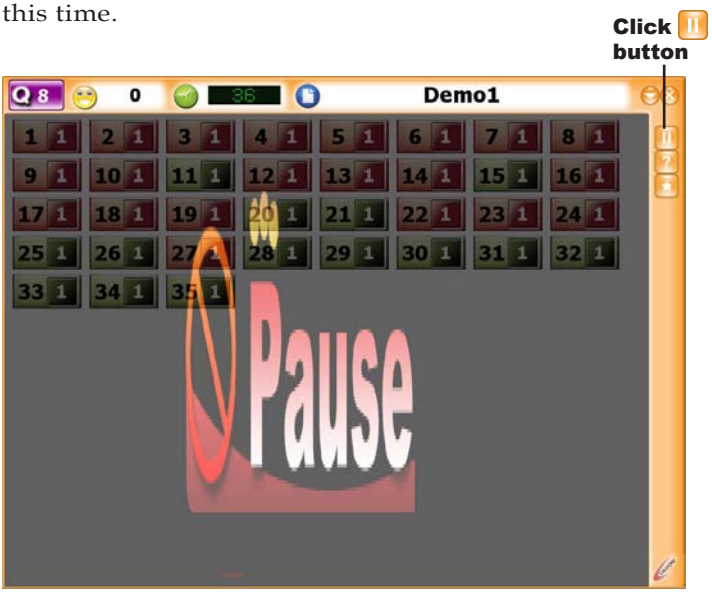
visit us online at califone.com

The buttons in the instructor's tool bar are described below:

Tool button	Corresponding button	Description
		Pause the activity
		Display the description window
		Clear the answer records

Pause

Clicking on the **Pause** button will pause the activity. Students will not be able to enter or alter any answers at this time.



Help

Clicking on the **Help** button will display a description of the buttons used in **Self-Paced** mode.

Restart

Clicking on the **Restart** button allows the teacher to clear the class answer records. To clear, press ; to cancel, press Esc .

visit us online at califone.com

Chapter 7

Got It!™ PowerClick Activity

CALIFONE®

What is PowerClick activity mode?

Today, PowerPoint® is the standard tool for giving presentations of all kinds. Such files often contain questions to motivate and assess students. The PowerClick activity mode enables Got It!™ to be integrated with PowerPoint® files with only minimal effort in preparation.

In the PowerClick mode, a PPT file replaces an EAS file and each PowerPoint® slide in the file corresponds to an item in an EAS file. The PPT files should be compiled in the normal way you would for PowerPoint®. Teachers can explain slide contents and switch between slides as if they were operating PowerPoint®. A slide with a question and answer options has the same function as in an EAS file, enabling students to answer with their remotes.

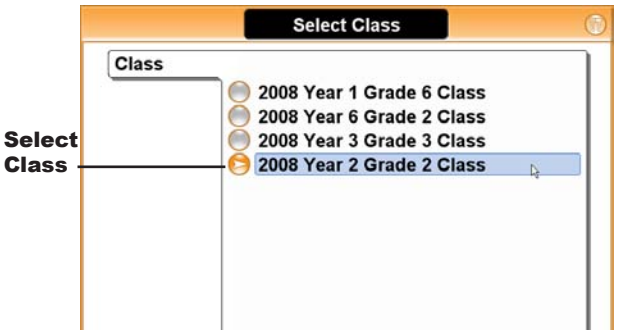
visit us online at califone.com

- **Getting Started:**

  Please see instructions below to operate Got It!™ PowerClick mode.

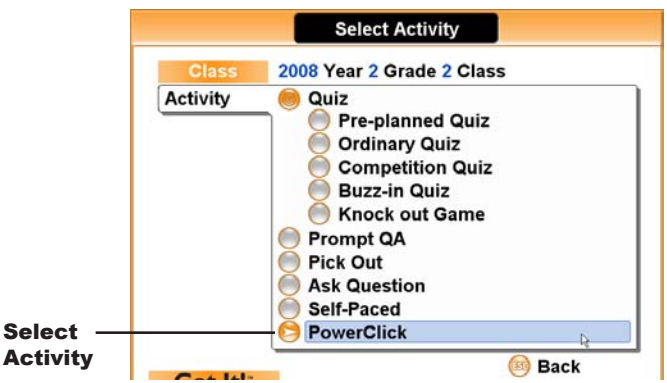
Step 1

Double click the Activity Icon on your desktop's **Got It!(tm)** folder. In the **Select Class** window, select the desired class.



Step 2

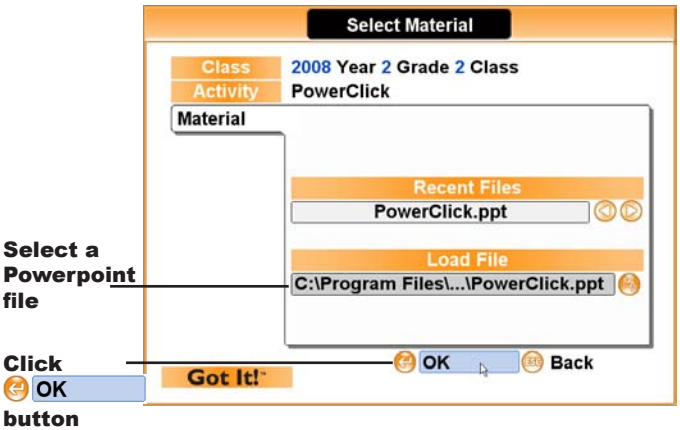
In the **Select Activity** window, select **PowerClick** activity mode. Then click on the on the remote or OK button on computer.



visit us online at califone.com

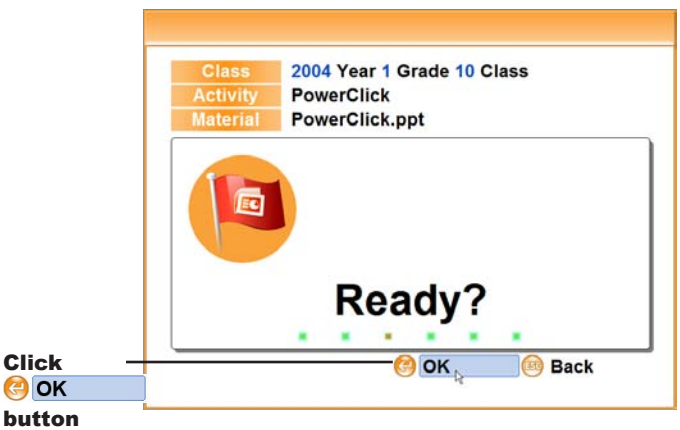
Step 3

In the **Select Material** window, select a PowerPoint® file (PPT). Then click on the on the remote or OK button on computer.



Step 4

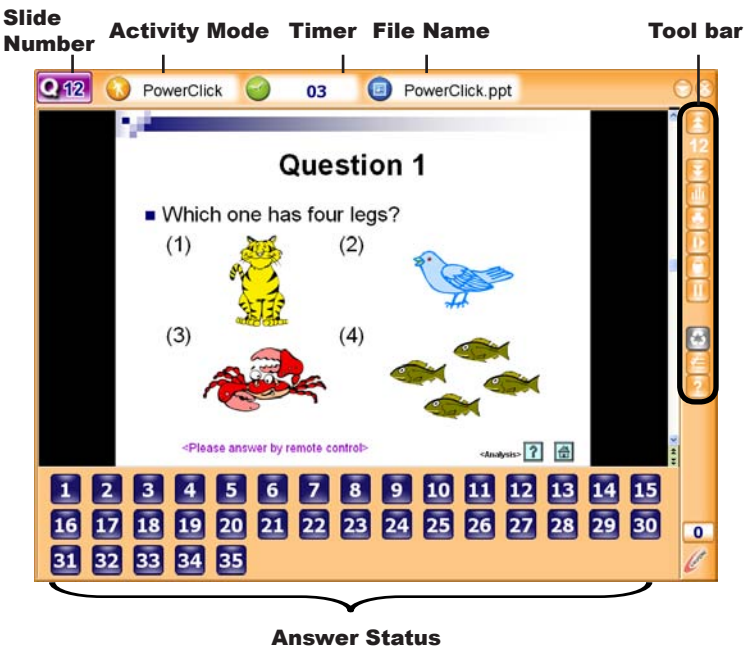
When the **Ready** window comes up, the teacher can then choose the desired activity. Click on the on the remote or OK button on remote to begin.



visit us online at califone.com

- **Overview:**

  In Got It!™ PowerClick mode, each PowerPoint® slide corresponds to a question. The teacher can change slides/pages as if he/she were operating PowerPoint®. When the desired slide appears, the students can answer the corresponding question with a click of the remote. Please refer to the diagram below. The slide number is on the top left corner.



visit us online at califone.com

The buttons in the Answer Status Area are color-coded to indicate status:

1	The student has answered the question
1	The student has not answered the question
1	The answer is out of the range
	The student is entering the answer

The buttons in the tool bar area perform the same functions as those on the teacher's remote control:

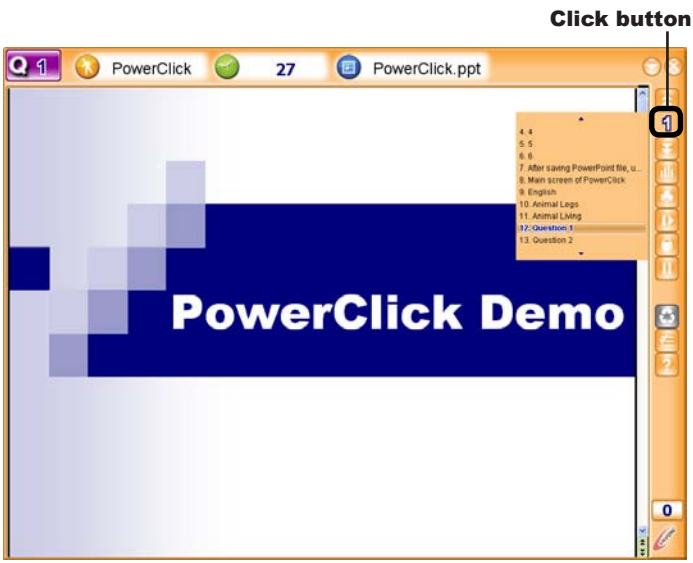
Tool button	Corresponding button	Description
	2	Previous Slide
	8	Next Slide
	0	Show Answers
	1	Scoreboard
		Answer again
		PowerClick Help
		Statistical Chart
	7	Full Screen
		Pause
		Set Answer
1	4	Slide Selection

visit us online at califone.com

Tool button	Corresponding button	Description
0		Number of answering persons

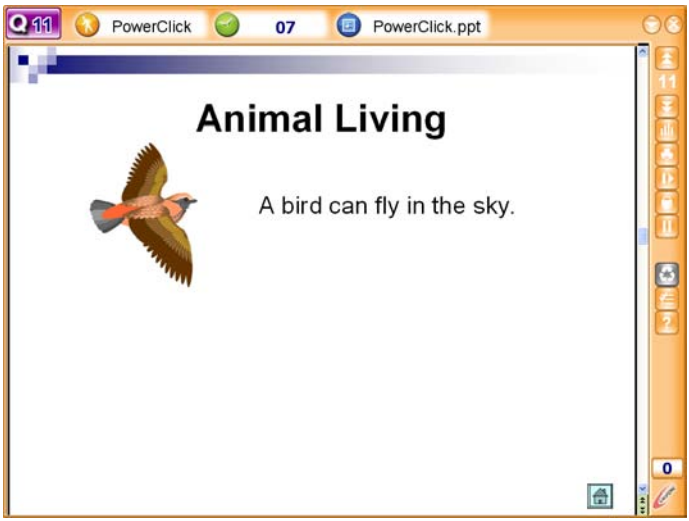
1 Slide Selection

To advance to the next slide, click on the remote or on the computer. To go back to a previous slide, click on the remote or on the computer. By clicking on the remote or 1 on the computer, a menu will appear to give the teacher the option to pick a desired slide in the pull down menu. This enables the user to switch between slides quickly and effectively.



visit us online at califone.com

If a slide contains animation, diagrams, etc., click on the remote to play the next animation and click on to return to a previous animation.



Statistical Chart

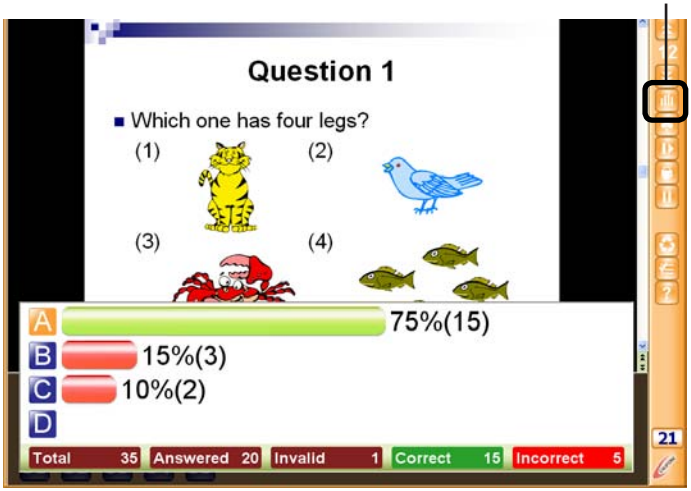
Click the **Statistical Chart** button on the remote or computer to display a bar graph of the results and answering status of the entire class.

Please refer to screen shot below.

You can view the number of persons who answered the question, the percentage ratio of correct/incorrect answers, and the number of persons getting the correct/incorrect answer. In the example below, #1(A) is the correct answer.

visit us online at califone.com

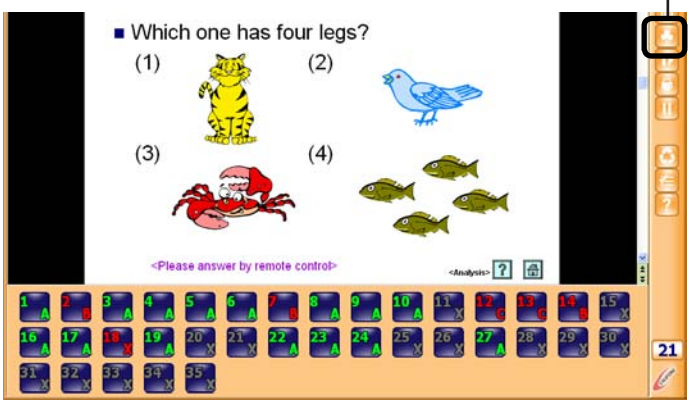
Click button



Show Answer

Pressing or **Show Answers** button will display detailed response data for each student. Two types of displays are available: In direct display, the red buttons indicate correct responses while gray buttons indicate an incorrect answer or no response.

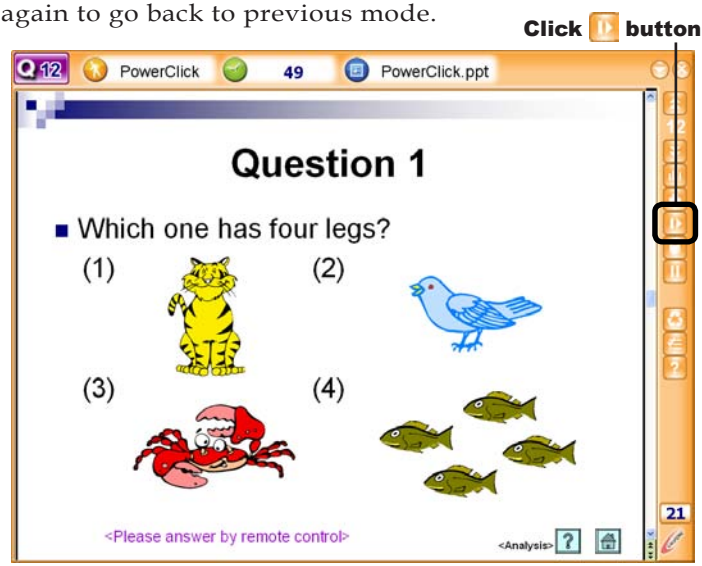
Click button



visit us online at califone.com

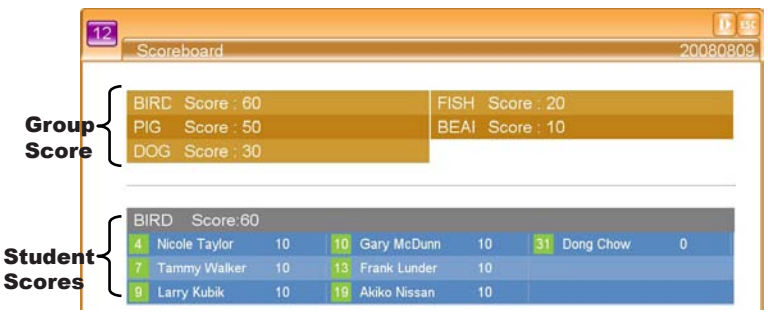
Full Screen

Click on the remote or **Full Screen** button on the computer to display the slide in full screen. Press again to go back to previous mode.



Show Scoreboard

Pressing or **Show Scoreboard** button will display the scoreboard. The scoreboard displays the cumulative scores for each student and the class total score.

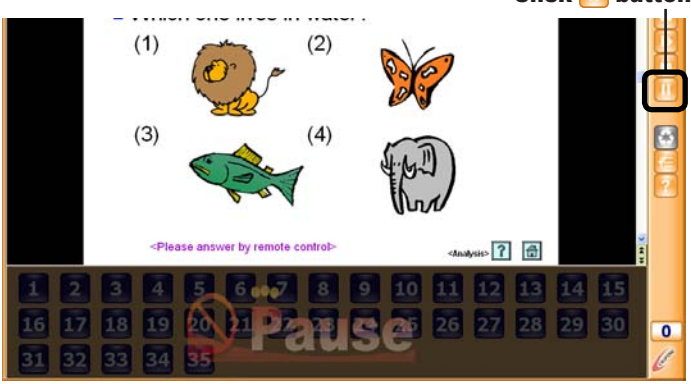


visit us online at califone.com

Pause

By clicking on the remote or **Pause** button, students are no longer able to answer. Teachers may use this feature during an activity to explain or lecture on the material or slide. Press again to continue with the activity.

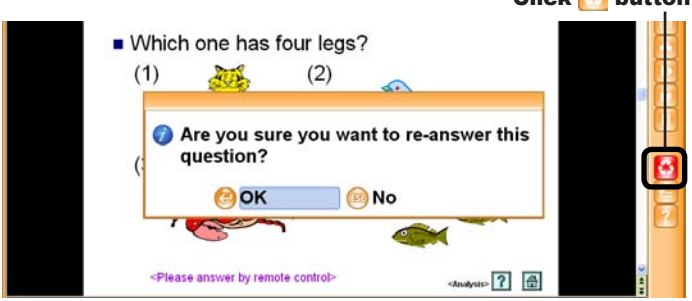
Click button



Answer again

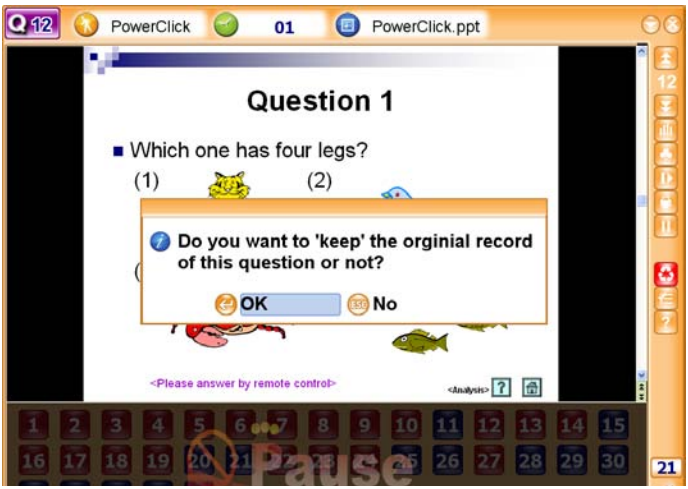
This feature is only available in Got It!™ PowerClick mode. Using your mouse and computer, click on the **Answer Again** button on the screen to enable students to answer the same question again.

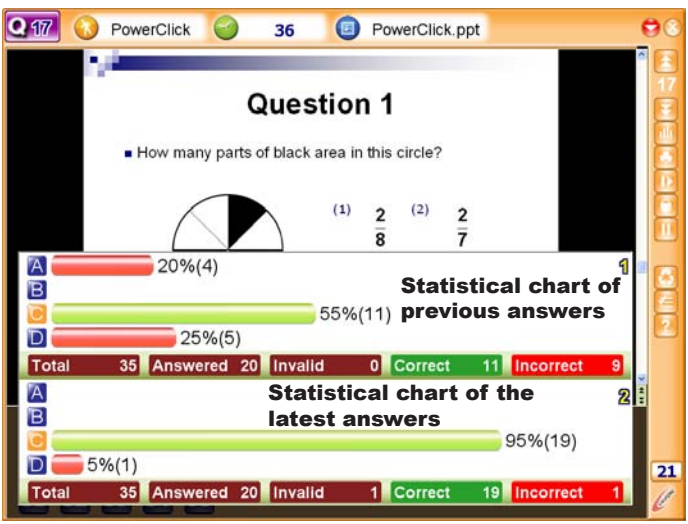
Click button



visit us online at califone.com

When this feature is used, the teacher has the option of keeping the original answers in the record, or to overwrite the original with the results from the 2nd time. Both statistical charts are displayed. If you choose to keep the original record, screen will appear as below.



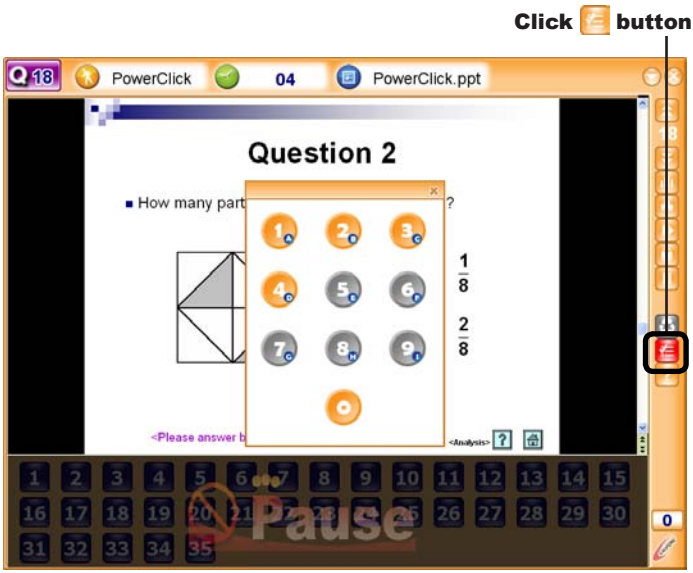


visit us online at califone.com

Set Answer

There are two methods to set up the correct answer in PowerClick.

1. When there is no preset answer set up in advance, a screen will pop up when the teacher clicks or on the remote or screen. Or, clicking the **Set Answer** button on the computer screen also allows entering or modifying the answers.



Note :

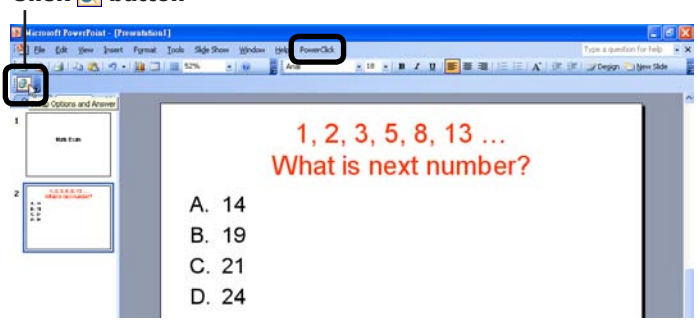
The remote control does not provide the Set Answer function.

2. Setting up the number of correct answers and options on PowerPoint ® files in advance. This is to be done in the Microsoft® PowerPoint® operation environment. Follow the procedure below:

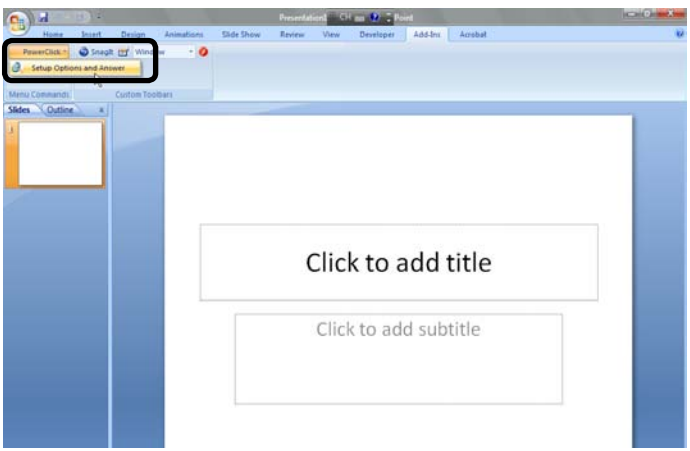
Step 1

Open PowerPoint®. Open a PowerPoint ® file. Click **Setup Options and Answer** in the **PowerClick** menu. Or click the icon in the toolbar.

Click button



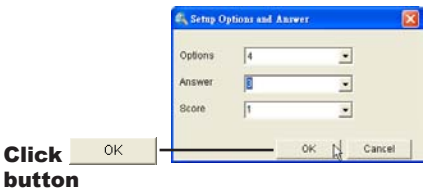
In Vista and Office 2007:



visit us online at califone.com

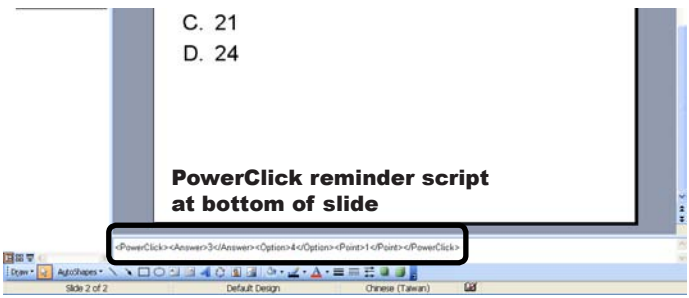
Step 2

In the **Setup Options and Answer** dialog box – 1) Use the **Options** drop down menu to select the number of options, 2). Use the **Answer** drop down menu to select the correct answer, 3). Use the **Score** drop down menu to give each question a certain number of points. Click OK button.



Step 3

When you return to the Microsoft® PowerPoint® slide, a script at the bottom of the slide reminds you that this particular slide has questions and answers set up for Got It!™ PowerClick use.



visit us online at califone.com

Format of PowerClick String:

```
<PowerClick>
<Option>4</Option>
        //Setting the option items

<Answer>3</Answer>
        //Setting the correct answer

<POINT>1</POINT>
        //Setting the point

</PowerClick>
```

PowerClick Help

Click on the **PowerClick Help** button for a description of each button's function on the teacher's remote control.

Chapter 8

Reports

CALIFONE®

Using Got It!™, instructors can monitor students' responses during testing activities, as well as track individual and class progress at any time during or after testing. Got It!™ provides six different types of reports to analyze students' responses and progress.

To access the Report function, go to **Editor**. Click **Run(R)** > **History**.

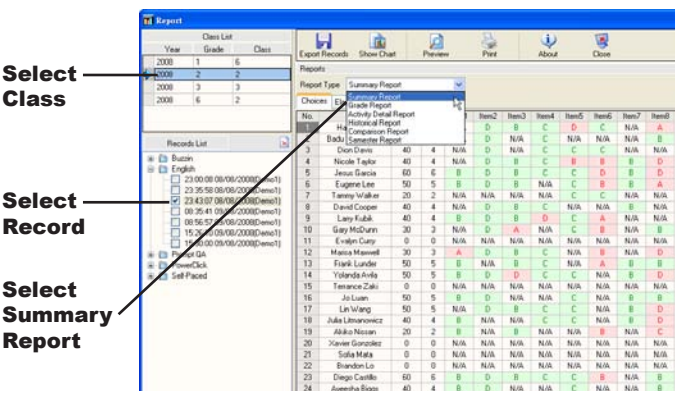
8 - 1 Summary Report

The Summary Report displays the overall answering times and detailed response data for each student.

- **To compile a Summary Report:**

Step 1

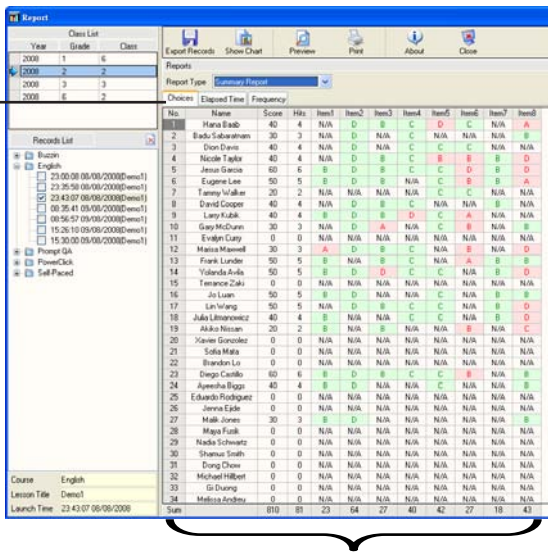
Open the Got It!™ Report program. In the **Report** window, select a class from the **Class List**, select a record from the **Records List**, then select **Summary Report** from the **Report Type** drop-down menu.



visit us online at califone.com

Step 2

Selecting the **Choices** page will display a table showing students' response data, including student name, scores, hits and choices for each question. Green numbers indicate correct responses, red numbers indicate incorrect responses.



Select Choices

Student's answers

Green represents correct answers;
Red represents incorrect answers

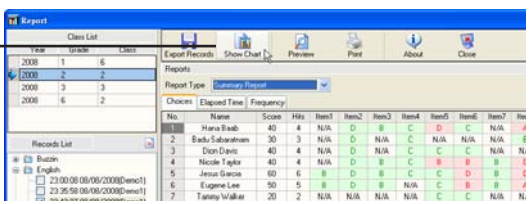
Step 3

Click on the

Show Chart button.

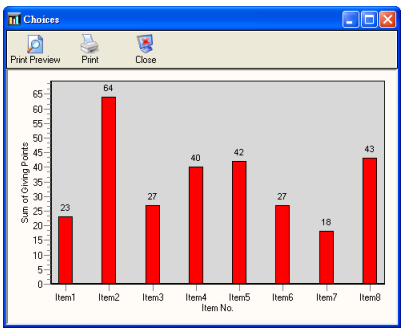
Click

button



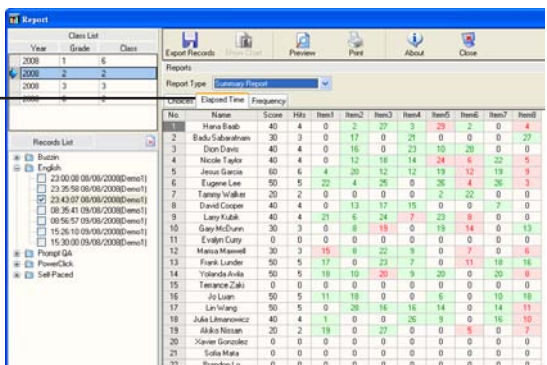
visit us online at califone.com

The **Choices** dialog box will display a bar graph showing accumulated points. This graph pertains to questions where teachers ask students to give points, or tally votes. In the screen shot below, Item 1 received 23 votes.



Step 4

Select the **Elapsed Time** page to display the amount of time each student spent on each question.



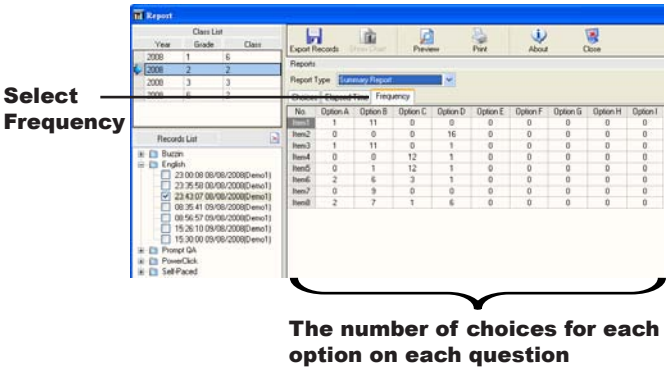
Select Elapsed Time

The number of seconds each student spent on each question

visit us online at califone.com

Step 5

Choose the **Frequency** page to display the distribution of options for each question.



Select Frequency

The number of choices for each option on each question

In the example below, students are asked to select a candidate from the class with the best outfit; students are asked to vote on the outfit's creativity, color, and overall presentation. The three criteria are provided for each of five student candidates. Option A represents the first candidate, option B represents the second candidate, etc.

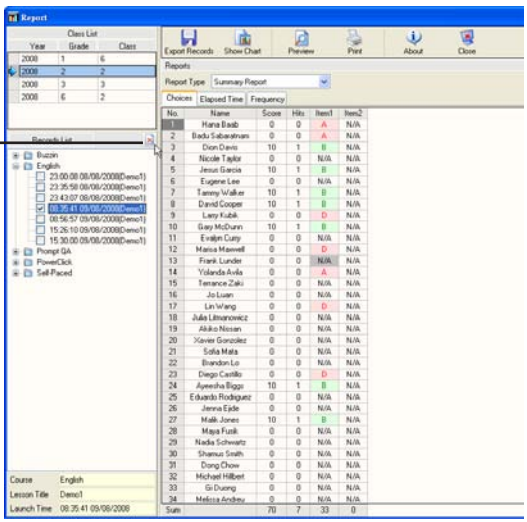
- **To Delete a record:**

Each time an activity is run, the system will enter the response records into the Got It!™ database automatically.

Step 1

To delete a record, select the record from the **Records List,** and then click on the **Delete Reports** button to delete.

Click button



visit us online at califone.com

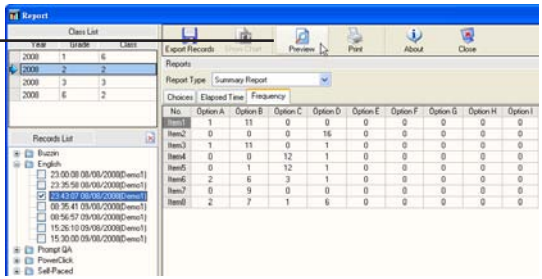
- **To preview the printout of a Summary Report:**

Step 1

Click on the

Preview button.

Click button

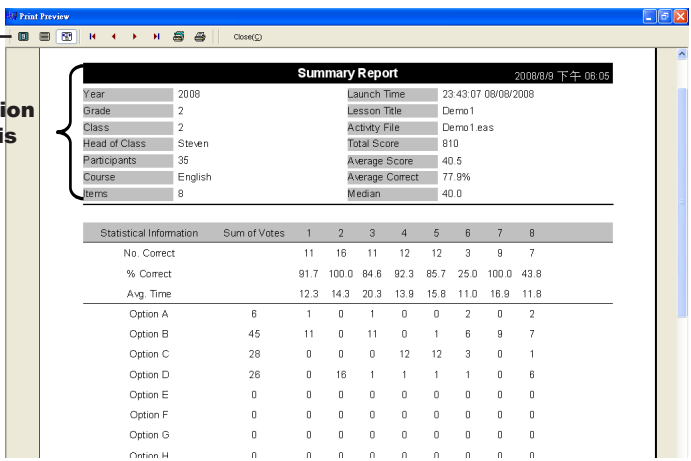


Step 2

In the **Preview** dialog box, click the **Zoom to Fit**, **100%**, and **Zoom to Width** buttons to change the size of the preview screen. Click the **First Page**, **Prev**, **Next**, **Last Page** buttons to go to other pages.

Tool Bar

Information about this activity

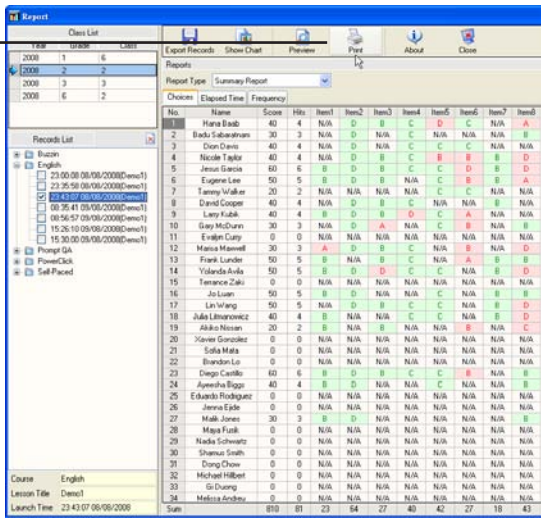


visit us online at califone.com

Step 3

Close the **Preview** dialog to return to the **Report** window. Click the **Print** button to print it.

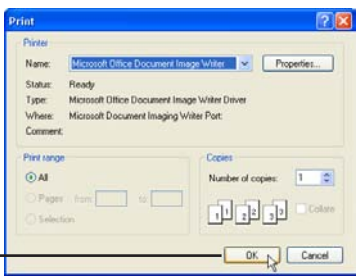
Click **button**



Step 4

In the **Print** dialog box, select a printer, and then click the OK button.

Click OK **button**



visit us online at califone.com

Step 5

The **Summary Report** printout will display the detail for each student's responses, class totals and average scores, and rate of correct responses.

Information about this activity

Summary Report 2008/8/9 下午 06:13

Year	2008	Launch Time	23:43:07 08/08/2008
Grade	2	Lesson Title	Demo1
Class	2	Activity File	Demo1.eas
Head of Class	Steven	Total Score	810
Participants	35	Average Score	40.5
Course	English	Average Correct	77.9%
Items	8	Median	40.0

Statistical data

Statistical Information	Sum of Votes	1	2	3	4	5	6	7	8
No. Correct		11	16	11	12	12	3	9	7
% Correct		91.7	100.0	84.6	92.3	85.7	25.0	100.0	43.8
Avg. Time		12.3	14.3	20.3	13.9	15.8	11.0	16.9	11.8
Option A	6	1	0	1	0	0	2	0	2
Option B	45	11	0	11	0	1	6	9	7
Option C	28	0	0	0	12	12	3	0	1
Option D	26	0	16	1	1	1	1	0	6
Option E	0	0	0	0	0	0	0	0	0
Option F	0	0	0	0	0	0	0	0	0
Option G	0	0	0	0	0	0	0	0	0
Option H	0	0	0	0	0	0	0	0	0
Option I	0	0	0	0	0	0	0	0	0
Sum		12	16	13	13	14	12	9	16

Detail of each student's responses

No.	Name	Score	Hits	1	2	3	4	5	6	7	8
1	Hana Baab	40	4	NA	D	B	C	xD	C	NA	xA
2	Badu Sabaratnam	30	3	NA	D	NA	C	NA	NA	NA	B
3	Dion Davis	40	4	NA	D	NA	C	C	C	NA	NA
4	Nicole Taylor	40	4	NA	D	B	C	xB	xB	B	xD
5	Jesus Garcia	60	6	B	D	B	C	C	xD	B	xD
6	Eugene Lee	50	5	B	D	B	NA	C	xB	B	xA
7	Tammy Walker	20	2	NA	NA	NA	NA	C	C	NA	NA
8	David Cooper	40	4	NA	D	B	C	NA	NA	B	NA
9	Larry Kubik	40	4	B	D	B	xD	C	xA	NA	NA
10	Gary McDunn	30	3	NA	D	xA	NA	C	xB	NA	B
11	Evalyn Curry	0	0	NA	NA	NA	NA	NA	NA	NA	NA

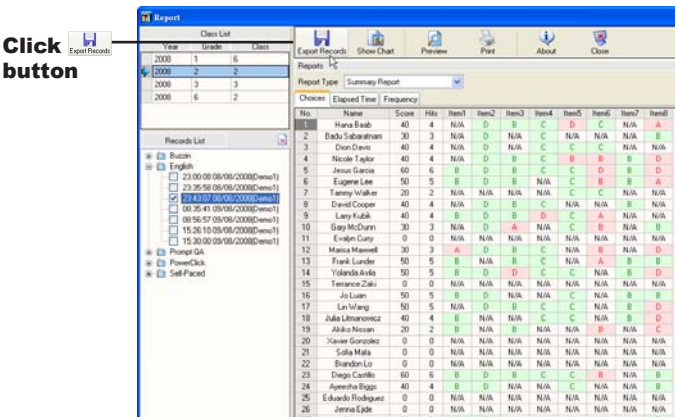
visit us online at califone.com

- **To Export as CSV file:**

  The **Summary Report** can be exported into CSV file, which can be edited using Microsoft® EXCEL®

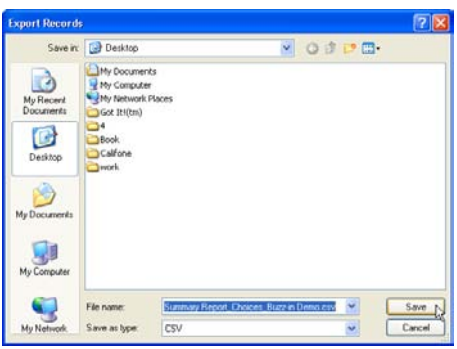
  Step 1

  In the **Report** window, select the class and records you wish to export, then click the Export Records **Export Records** button.



  Step 2

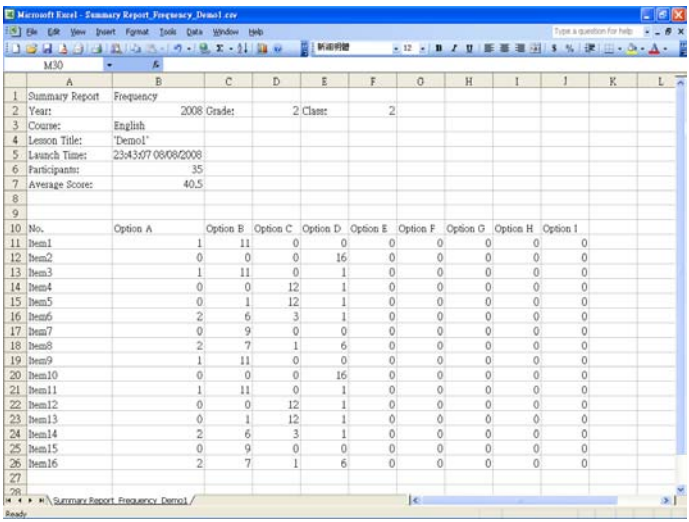
  In the **Export Records** dialog box, select the folder you wish to save to, input the file name, then click the Save button.



visit us online at califone.com

Step 3

Open the CSV file in Microsoft® EXCEL®. Data can be arranged, calculated or analyzed as needed.



	A	B	C	D	E	F	O	H	I	J	K	L
1	Summary Report	Frequency										
2	Year:	2008	Grade:	2	Class:	2						
3	Course:	English										
4	Lesson Title:	"Demo1"										
5	Launch Time:	23:43:07 08/08/2008										
6	Participants:	35										
7	Average Score:	40.5										
8												
9												
10	No.	Option A	Option B	Option C	Option D	Option E	Option F	Option G	Option H	Option I		
11	Item1	1	11	0	0	0	0	0	0	0		
12	Item2	0	0	0	16	0	0	0	0	0		
13	Item3	1	11	0	1	0	0	0	0	0		
14	Item4	0	0	12	1	0	0	0	0	0		
15	Item5	0	1	12	1	0	0	0	0	0		
16	Item6	2	6	3	1	0	0	0	0	0		
17	Item7	0	9	0	0	0	0	0	0	0		
18	Item8	2	7	1	6	0	0	0	0	0		
19	Item9	1	11	0	0	0	0	0	0	0		
20	Item10	0	0	0	16	0	0	0	0	0		
21	Item11	1	11	0	1	0	0	0	0	0		
22	Item12	0	0	12	1	0	0	0	0	0		
23	Item13	0	1	12	1	0	0	0	0	0		
24	Item14	2	6	3	1	0	0	0	0	0		
25	Item15	0	9	0	0	0	0	0	0	0		
26	Item16	2	7	1	6	0	0	0	0	0		

NOTE:

CSV (common separated value) is a universal standard data file format.

8 - 2 Grade Report

The Grade Report is a report card that provides parents with information regarding students' learning results.

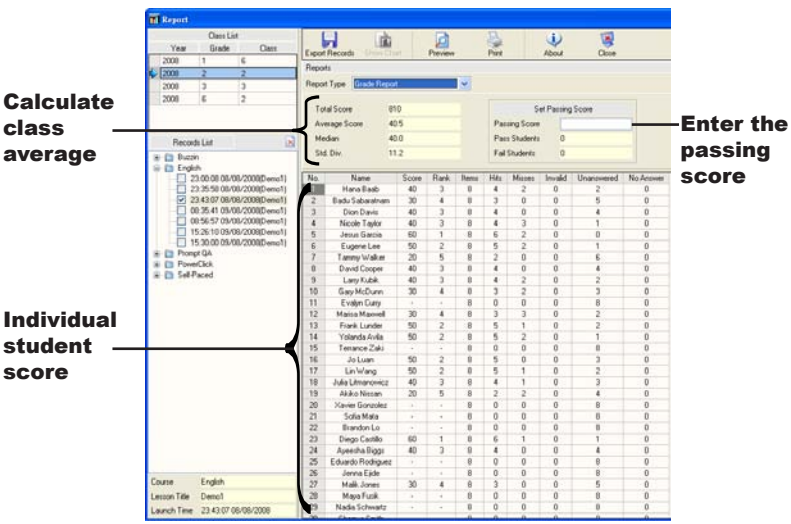
- **To compile a Grade Report:**

Step 1

Open the Got It!™ Report program. In the **Report** window, select a class from the **Class List**, select a record from the **Records List**, then select **Grade Report** from the **Report Type** drop-down menu.

Step 2

The class final scores will appear in the **Total Score** field. If you specify a passing score, the system will automatically calculate the number of students passing and failing. The table at the bottom right represents each student's earned score, ranking, and the number of correct/incorrect answers.



visit us online at califone.com

The grade report printout will display the total and average scores for each class and grade.

Class grade information

Student grade information

Grade Report 2008/8/9 下午 08:31

Year	2008	Launch Time	23:43:07 08/08/2008
Grade	2	Lesson Title	Demo1
Class	2	Activity File	Demo1.eas
Head of Class	Steven	Total Score	810
Participants	35	Average Score	40.5
Course	English	Average Correct	77.9%
Items	8	Median	40.0

No.	Name	Score	Rank	Items	Hits	Misses	Invalid	Unanswere	No Answer
1	Hana Baab	40	3	8	4	2	0	2	0
2	Badu Sabaratnam	30	4	8	3	0	0	5	0
3	Dion Davis	40	3	8	4	0	0	4	0
4	Nicole Taylor	40	3	8	4	3	0	1	0
5	Jesus Garcia	60	1	8	6	2	0	0	0
6	Eugene Lee	50	2	8	5	2	0	1	0
7	Tammy Walker	20	5	8	2	0	0	6	0
8	David Cooper	40	3	8	4	0	0	4	0
9	Larry Kubik	40	3	8	4	2	0	2	0
10	Gary McDunn	30	4	8	3	2	0	3	0
11	Evalyn Curry		-	8	0	0	0	8	0

The grade report can also be exported as a CSV file. The procedure is the same as the procedure for exporting the **Summary Report**.

visit us online at califone.com

8 - 3 Activity Detail Report

The **Activity Detail Report** will display the class' number of correct responses, the rate of correct responses and the contents of each question.

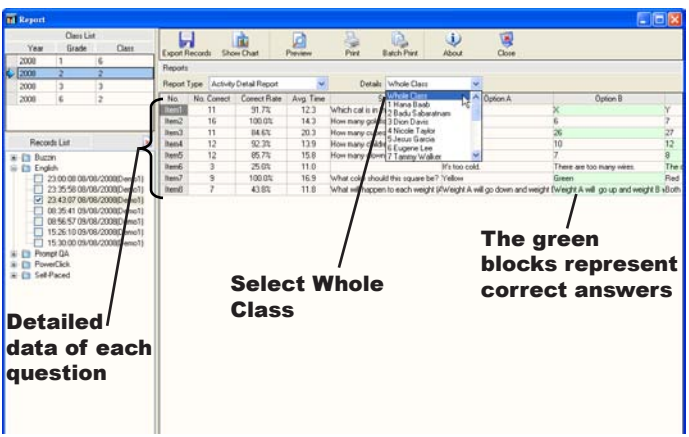
- **To compile an Activity Detail Report:**

Step 1

Open the Got It!™ Report program. In the **Report** window, select a class from the **Class List**, select a record from the **Records List**, then select **Activity Detail Report** from the **Report Type** drop-down menu.

Step 2

Select **Whole Class** from the **Details** drop-down menu. The table at the bottom right will display the number of correct responses, rate of correct responses, average response time, as well as details of each question and available response options. The correct answer cell will be high lighted in green.



visit us online at califone.com

- **To view Activity Detail Report diagram**

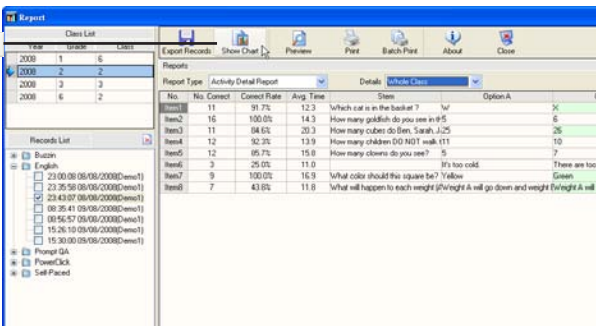
The **Activity Detail Report** diagram will display the rate of correct responses for each question. Instructors can use the response rate to evaluate the difficulty of a question, and to help identify areas in which students need work.

Step 1

Click on

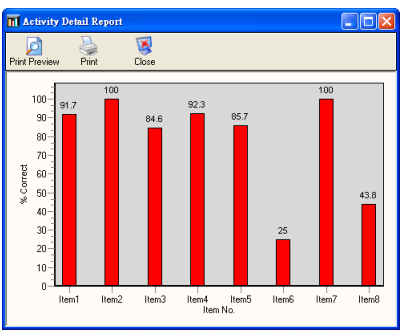
Show Chart button.

Click button



Step 2

In the diagram below question 2 and 7 has the highest correct-response rate, and questions 6 and 8 have the lower correct-response rates.



visit us online at califone.com

- **Printout of the Activity Detail Report:**

  The printout of the **Activity Detail Report** displays class summaries and details of each question's responses.

EAS file information and class statistical data

Activity Detail Report (Class) 2008/8/10 下午 08:02

Year	2008	Launch Time	23:43:07 08/08/2008
Grade	2	Lesson Title	Demo1
Class	2	Activity File	Demo1.eas
Head of Class	Steven	Total Score	810
Participants	35	Average Score	40.5
Course	English	Average Correct	77.9%
Items	8	Elapsed Time	370(sec.)
		Median	40.0

Answering details of each question

No.	No. Correct	Avg. Time(sec.)	Frequency/Item/Type
1	11(91.7%)	12.3	Which cat is in the basket ? 1(1)W 11*(2)X 0(3)Y 0(4)Z < Ordinary Quiz >
2	16(100.0%)	14.3	How many goldfish do you see in the picture ? 0(1)5 0(2)6 0(3)7 16*(4)8 < Ordinary Quiz >
3	11(84.6%)	20.3	How many cubes do Ben, Sarah, Jack and Emily have together? 1(1)25 11*(2)26 0(3)27 1(4)28 < Ordinary Quiz >

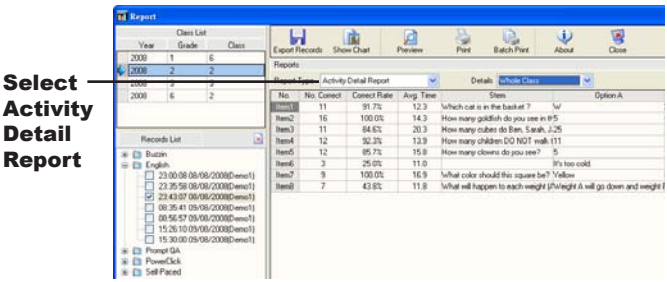
The printout of the **Activity Detail Report** can also display information on each student's responses.

visit us online at califone.com

- **To display each student's responses**

Step 1

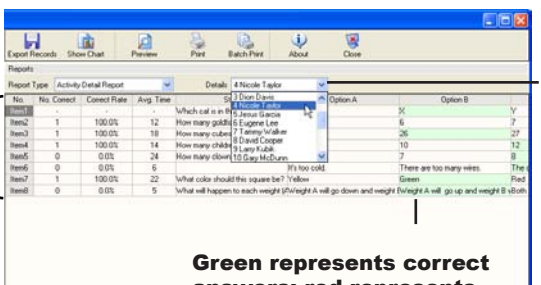
Select a class from the **Class List**, select a record from the **Records List**, then select **Activity Detail Report** from the **Report Type** drop-down menu.



Step 2

Select a student from the **Details** drop-down menu.

The table at the bottom right will display that student's detailed information, including answers given, number of correct answers, elapsed times, as well as details of each question and available response options. Correct answers will appear in green. Incorrect answers will appear in red.



visit us online at califone.com

- **Printout of each student's responses:**

  The printout of the **Activity Detail Report** displays each question, response options, the correct response and the student's actual response. Fields are provided for teacher and parent's signatures.

EAS file information and class statistical data

Questions, correct answer and student's answer

Teacher and parent's signatures

Activity Detail Report(Nicole Taylor) 2008/8/9 下午 08:41

Year	2008	Launch Time	23:43:07 08/08/2008
Grade	2	Lesson Title	Demo1
Class	2	Activity File	Demo1.eas
Head of Class	Steven	Average Correct	810
Participants	35	Elapsed Time	101(sec.)
Course	English	Parent Signature	_____
Items	8	Teacher Signature	_____

No.	Answer	Elapsed	Score	Item/Type
1	-	-		Which cat is in the basket ? (1)W *(2)X (3)Y (4)Z < Ordinary Quiz >
2	1	12		How many goldfish do you see in the picture ? (1)5 (2)6 (3)7 *(4)8 < Ordinary Quiz >
3	1	18		How many cubes do Ben, Sarah, Jack and Emily have together? (1)25 *(2)26 (3)27

NOTE:

The Activity Detail report can also be exported as a CSV file. The procedure is the same as the procedure for exporting the Summary Report.

visit us online at califone.com

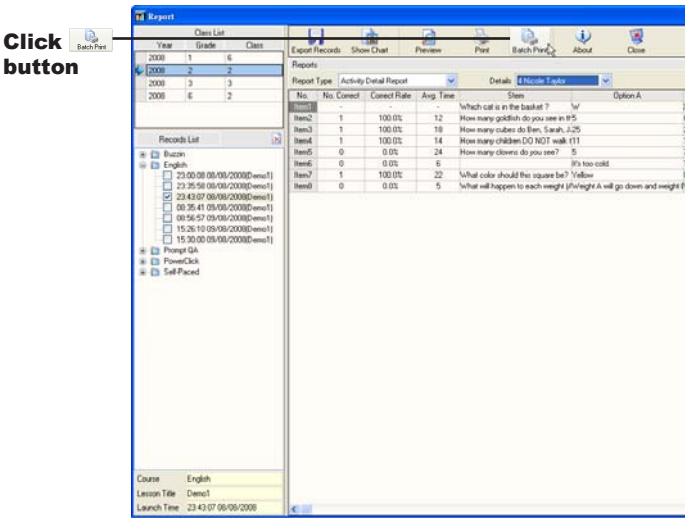
- **Batch Print:**

  The Batch Print function may be used to print out multiple copies of an **Activity Detail Report**. Reports can be printed for all students or specified student(s).

Step 1

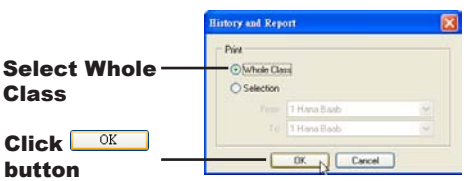
Click on the

Batch Print button.



Step 2

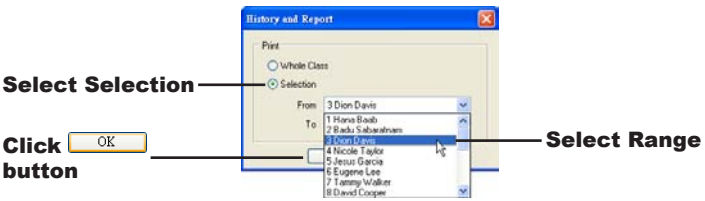
In the **History and Report** dialog box, select **Whole Class**, and then click the OK button. The reports will be printed by seat number order.



visit us online at califone.com

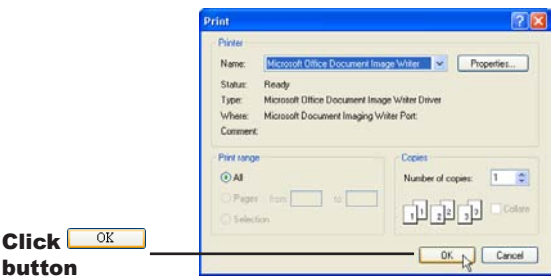
Step 3

To print **Activity Detail Reports** for specified student(s), check **Selection** from the **History and Report** dialog box, then select the desired student category from the **From** and **To** drop-down menus. After clicking the [OK] button, detailed student reports in the category selected will be printed.



Step 4

In the Print dialog box, select a printer, then click the [OK] button to begin printing.



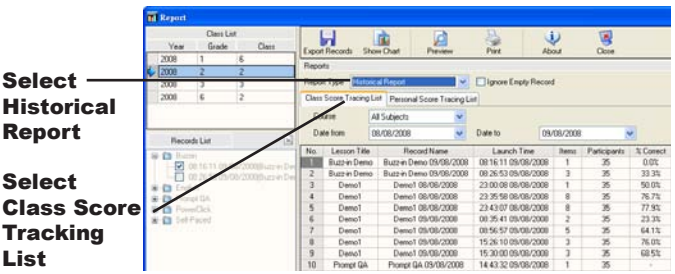
8 - 4 Historical Report

The **Historical Report** is useful for tracking learning curves of individuals and classes.

- **To compile a Historical Report:**

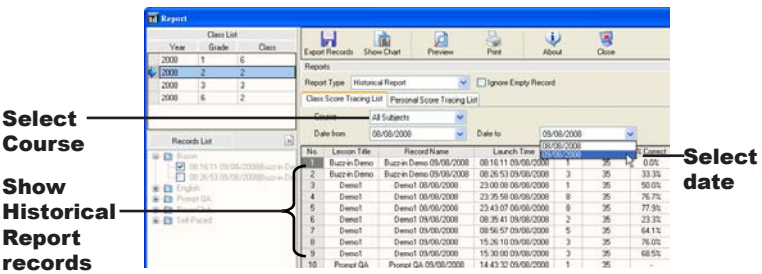
Step 1

Open the Got It!™ Report program. In the **Report** window, select a class from the **Class List**, select **Historical Report** from the **Report Type** drop-down menu, then select the **Class Score Tracking List** page.



Step 2

Select a course from the **Course** drop-down menu, and a date from the **Date from** and **Date to** drop-down menus. The table at the bottom right will display the lesson title, record name, launch time and response statistics for each activity record.



visit us online at califone.com

- **To view Class Score Tracking List Chart:**

The **Class Score Tracking List Chart** displays a history of students' activity results in line chart format. Instructors can use this data to track the long-term learning and comprehension results for classes and individuals.

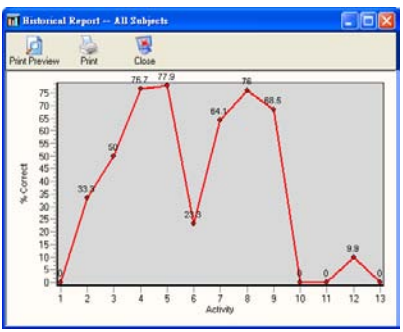
Step 1

Click the

Show Chart button. A line chart will display class history statistics.

Step 2

In the diagram below, the 5th activity shows the best results; the 10th,11th and 13th activity show the poorest results.



visit us online at califone.com

- **Printout of Class Score Tracking List**

  In printouts, the **Class Score Tracking List** table displays the information and rate of correct responses for each activity.

Class information

Trackint List

Class Score Tracing List 2008/8/9 下午 09:01

Year	2008	Course	All Subjects
Grade	2	Date from	08/08/2008
Class	2	Date to	09/08/2008
Head of Class	Steven		

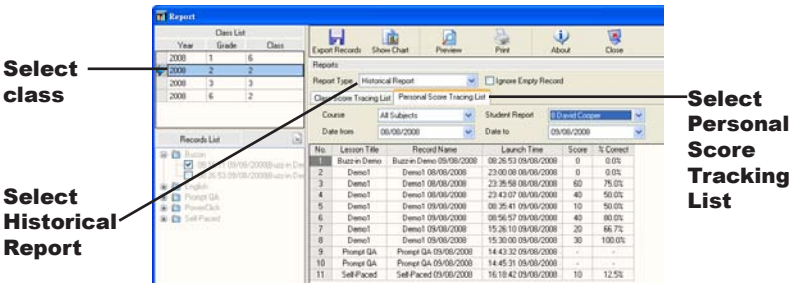
No.	Lesson Title	Record Name	Launch Time	Items	Participants	Correct Rate
1	Buzz-in Demo	Buzz-in Demo	08:16:11 09/08/2008	1	35	0.0%
2	Buzz-in Demo	Buzz-in Demo	08:26:53 09/08/2008	3	35	33.3%
3	Demo1	Demo1 08/08/2008	23:00:08 08/08/2008	1	35	50.0%
4	Demo1	Demo1 08/08/2008	23:35:58 08/08/2008	8	35	76.7%
5	Demo1	Demo1 08/08/2008	23:43:07 08/08/2008	8	35	77.9%
6	Demo1	Demo1 09/08/2008	08:35:41 09/08/2008	2	35	23.3%
7	Demo1	Demo1 09/08/2008	08:56:57 09/08/2008	5	35	64.1%
8	Demo1	Demo1 09/08/2008	15:26:10 09/08/2008	3	35	76.0%
9	Demo1	Demo1 09/08/2008	15:30:00 09/08/2008	3	35	68.5%
10	Prompt QA	Prompt QA	14:43:32 09/08/2008	1	35	-
11	Prompt QA	Prompt QA	14:45:31 09/08/2008	1	35	-
12	Self-Paced	Self-Paced	16:18:42 09/08/2008	8	35	9.9%
13	PowerClick	PowerClick	17:13:12 09/08/2008	27	35	0.0%

visit us online at califone.com

- **To display individual student's learning progress**

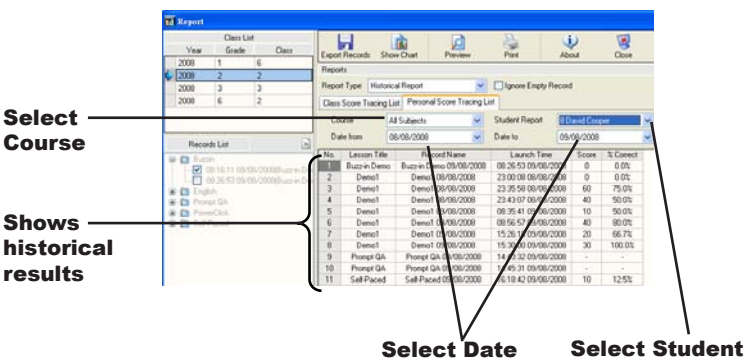
Step 1

In the **Report** window, select a class from the **Class List**, select a **Historical Report** from the **Record Type** drop-down menu, and then select the **Personal Score Tracking List** page.

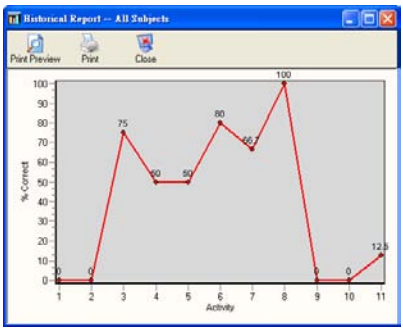


Step 2

Select the desired course, student and date from drop-down menus. The screen will display the Lesson Title, Record Name, Launch Time, Score and rate of correct responses.



The **Personal Score Tracking List** chart will be displayed in line chart format. The information includes the student's grade history and activity performance, a useful tool for tracking students' learning curves.



- **Printout of Personal Score Tracking**

  In printouts, the Personal Score Tracking List table displays the lesson title, launch time, score and rate of correct responses for each activity.

Personal Score Tracing List 2008/8/9 下午 09:09

Year	2008	Course	All Subjects
Grade	2	Date from	08/08/2008
Class	2	Date to	09/08/2008
Head of Class	Steven	Delegate	David Cooper

No.	Lesson Title	Record Name	Launch Time	Score	Correct Rate
1	Buzz-in Demo	Buzz-in Demo 09/08/2008	08:26:53 09/08/2008	0	0.0%
2	Demo1	Demo1 08/08/2008	23:00:08 08/08/2008	0	0.0%
3	Demo1	Demo1 08/08/2008	23:35:58 08/08/2008	60	75.0%
4	Demo1	Demo1 08/08/2008	23:43:07 08/08/2008	40	50.0%
5	Demo1	Demo1 09/08/2008	08:35:41 09/08/2008	10	50.0%
6	Demo1	Demo1 09/08/2008	08:56:57 09/08/2008	40	80.0%
7	Demo1	Demo1 09/08/2008	15:26:10 09/08/2008	20	66.7%
8	Demo1	Demo1 09/08/2008	15:30:00 09/08/2008	30	100.0%

NOTE:

The Class and Personal Score Tracking List can also be exported as a CSV file. The procedure is the same as the procedure for exporting the Summary Report.

visit us online at califone.com

8 - 5 Comparison Report

The **Comparison Report** displays a comparison of students' grades for a particular subject or lesson.

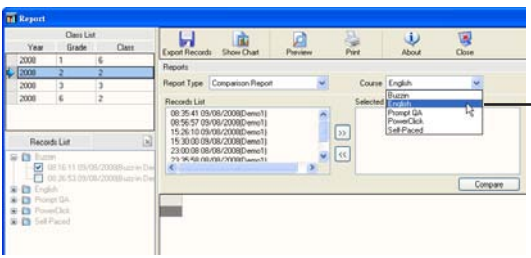
- **To compile a Comparison Report:**

Step 1

In the **Report** window, select a class from the **Class List**, then select **Comparison Report** from the **Report Type** drop-down menu.

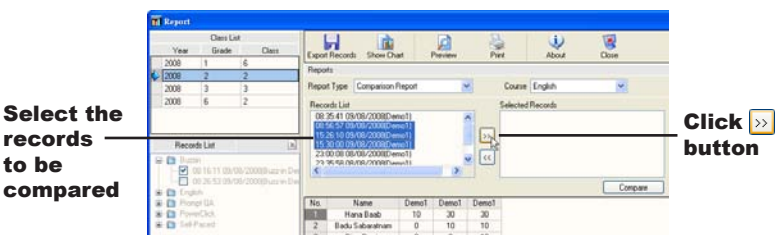
Step 2

Select the desired course from the **Course** drop-down menu.



Step 3

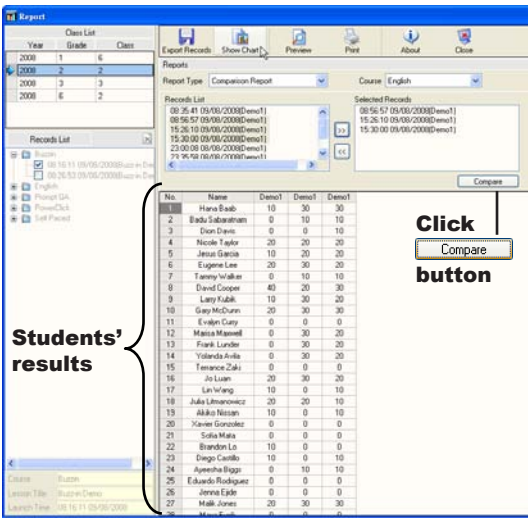
Select the records to be compared from the **Records List** window on the left side, and drag or click the [>>] button to add them into the **Selected Records** window on the right.



visit us online at califone.com

Step 4

Click the Compare button. The table will display each student's results for each selected activity.



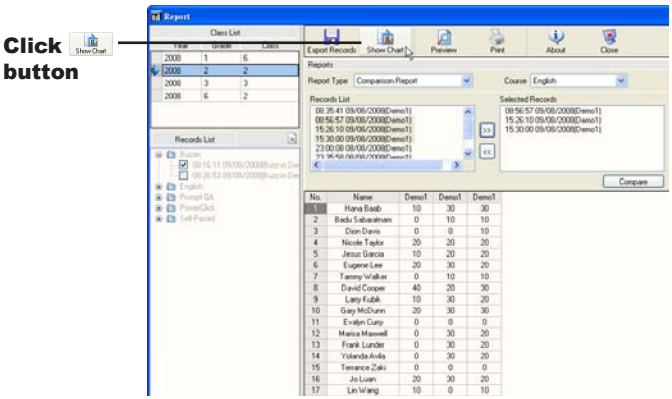
- **To view the Comparison Report chart:**

  The **Comparison Report** diagram will display each student's performance in each selected activity.

  Step 1

  Click the

Show Chart button to view the **Comparison Report** chart.

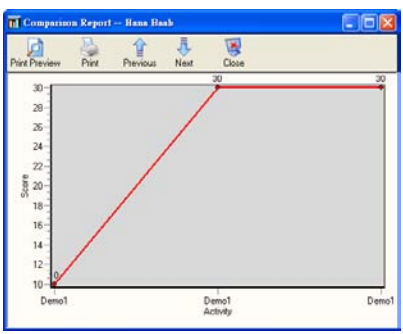


  Step 2

  Click the

Previous or

Next button to view other students' **Comparison Report** charts.



visit us online at califone.com

- **Printout of Comparison Report**

  When printing the **Comparison Report**, data will be printed in the order of the records shown on screen.

Comparison Report 2008/8/10 下午 05:50

Year	2008
Grade	2
Class	2
Head of Class	Steven

Selected activities

Record Name

(1) 08:35:41 09/08/2008(Demo1)
(2) 08:56:57 09/08/2008(Demo1)
(3) 15:26:10 09/08/2008(Demo1)
(4) 15:30:00 09/08/2008(Demo1)
(5) 23:00:08 09/08/2008(Demo1)

Students' grade results

No.	Name	Demo1	Demo1	Demo1	Demo1	Demo1
1	Hana Baab	0	10	30	30	0
2	Badu Sabaratnam	0	0	10	10	10
3	Dion Davis	10	0	0	10	0
4	Nicole Taylor	0	20	20	20	0
5	Jesus Garcia	10	10	20	20	0
6	Eugene Lee	0	20	30	20	0
7	Tammy Walker	10	0	10	10	0
8	David Cooper	10	40	20	30	0
9	Larry Kubik	0	10	30	20	0
10	Gary McDunn	10	20	30	30	0
11	Evalyn Curry	0	0	0	0	0
12	Marisa Maxwell	0	0	30	20	0
13	Frank Lunder	0	0	30	20	0
14	Yolanda Avila	0	0	30	20	10
15	Terrance Zaki	0	0	0	0	0
16	Jo Luan	0	20	30	20	0
17	Lin Wang	0	10	0	10	0
18	Julia Litmanowicz	0	20	20	10	10
19	Akiko Nissan	0	10	0	10	10
20	Xavier Gonzolez	0	0	0	0	0
21	Sofia Mata	0	0	0	0	0
22	Brandon Lo	0	10	0	0	0
23	Diego Castillo	0	10	0	10	0
24	Ayeesha Biggs	10	0	10	10	0

NOTE:

The Comparison Report can also be exported as a CSV file. The procedure is the same as the procedure for exporting the Summary Report.

visit us online at califone.com

8 - 6 Semester Report

Instructors can utilize the **Semester Report** to compile and print mid- or final-term results for all activities.

- **To compile a Semester Report:**

Step 1

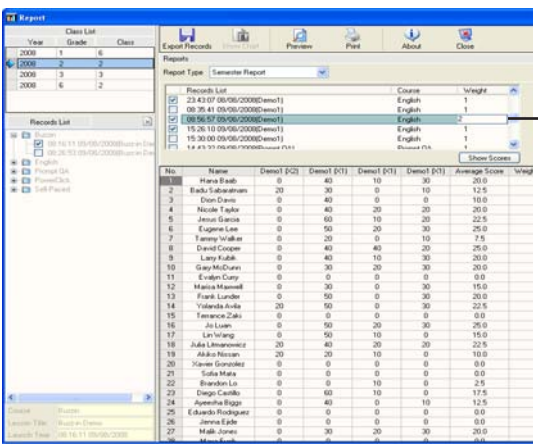
In the **Report** window, select a class from the **Class List**, select a record from the **Records List**, then select **Semester Report** from the **Report Type** drop-down menu.

Step 2

The record list will display all the activities of the specified class. Select one record from **Record List** to print the report.

Step 3

Type in the **Weight** field value of each record for weighted averages calculation. The default value is 1.

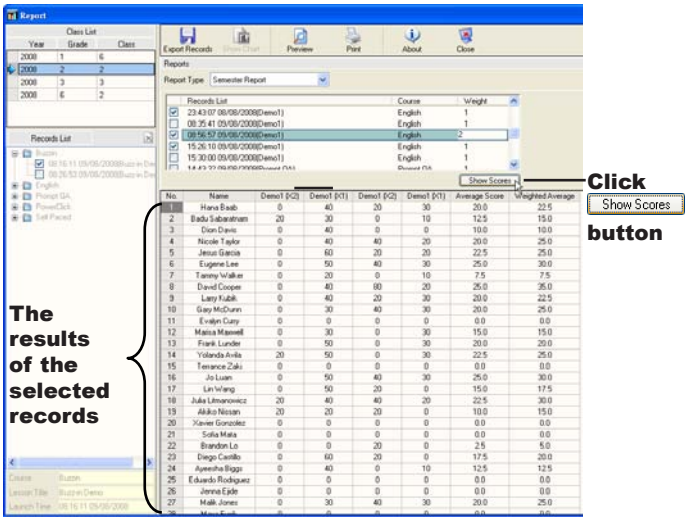


Set weight of each record

visit us online at califone.com

Step 4

After selecting the desired records for report creation, click the Show Scores button.



- **Printout of Semester Report**

  When printing the **Semester Report**, the record order will be the same as displayed on screen. The printout will display the selected report, students' average scores and weighted average scores.

Semester and records Information

Student report information

Semester Report 2008/8/10 下午 05:47

Year	2008
Grade	2
Class	2
Head of Class	Steven

Record Name

(1) 08:16:11 09/08/2008(Buzz-in Demo)x1 (3) 08:56:57 09/08/2008(Demo1)x2

(2) 23:43:07 08/08/2008(Demo1)x1 (4) 15:26:10 09/08/2008(Demo1)x1

[Ave.] Average Score [Ave(W)] Weighted Average

No.	Name	Buzz-in	Demo1	Demo1	Demo1	Average	Weighte
1	Hana Baab	0	40	20	30	20.0	22.5
2	Badu Sabaratnam	0	30	0	10	10.0	10.0
3	Dion Davis	0	40	0	0	10.0	10.0
4	Nicole Taylor	0	40	40	20	20.0	25.0
5	Jesus Garcia	0	60	20	20	22.5	25.0
6	Eugene Lee	0	50	40	30	25.0	30.0
7	Tammy Walker	0	20	0	10	7.5	7.5
8	David Cooper	0	40	80	20	25.0	35.0
9	Larry Kubik	0	40	20	30	20.0	22.5
10	Gary McDunn	0	30	40	30	20.0	25.0
11	Evalyn Curry	0	0	0	0	0.0	0.0
12	Marisa Maxwell	0	30	0	30	15.0	15.0
13	Frank Lunder	0	50	0	30	20.0	20.0
14	Yolanda Avila	0	50	0	30	20.0	20.0
15	Terrance Zaki	0	0	0	0	0.0	0.0
16	Jo Luan	0	50	40	30	25.0	30.0
17	Lin Wang	0	50	20	0	15.0	17.5
18	Julia Litmanowicz	0	40	40	20	20.0	25.0
19	Akiko Nissan	0	20	20	0	7.5	10.0
20	Xavier Gonzolez	0	0	0	0	0.0	0.0
21	Sofia Mata	0	0	0	0	0.0	0.0
22	Brandon Lo	0	0	20	0	2.5	5.0
23	Diego Castillo	0	60	20	0	17.5	20.0
24	Ayeesha Biggs	0	40	0	10	12.5	12.5

NOTE:

The Semester Report can also be exported as a CSV file. The procedure is the same as the procedure for exporting the Summary Report.

visit us online at califone.com

Chapter 9

FAQ's

CALIFONE®

9 - 1 Hardware

1. What do I do if a student's remote control is lost or damaged:

For a lost or damaged student remote control, verify the remote control ID number of the missing remote control (the ID number sticker is located on the back of each remote control). Contact an authorized Califone dealer to purchase an additional 5-pack of remotes.

To program a remote control:

Step 1

Slide out the battery compartment.

Step 2

Press the ▼ and = buttons simultaneously. Hold.

Step 3

Slide back in the battery compartment. Release ▼ and = .

Step 4.

Enter ID # from 001 - 253 ie. 001, 123.

visit us online at califone.com

2. What do I do if a teacher's remote control is lost or damaged:

A spare student remote may be reprogrammed as a teacher's remote by following these steps:

Step 1

Slide out the battery compartment.

Step 2

Press the ▼ and ▲ buttons simultaneously. Hold.

Step 3

Slide back in the battery compartment. Release ▼ and ▲.

Step 4.

Enter ID #255

Contact an authorized Califone dealer to purchase an additional 5-pack of remotes.

.

3. How do I test my remote control and receiver?

The Got It!™ software is based on communication between the host computer, equipped with IR remote receiver, and the Got It!™ remotes. The **ClickDaemon** applet provides for the setup and calibration of the Got It!™ hardware.

To start ClickDaemon: Double click the icon inside the **Got It!(tm)** Folder on the desktop.

The **ClickDaemon** splash screen will appear, then the application will minimize to the notification area of taskbar.

Student Remote

visit us online at califone.com

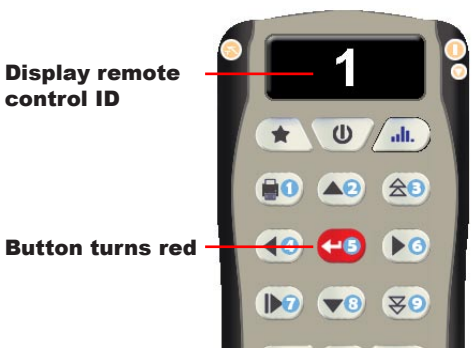
Once installed, in most cases **ClickDaemon** will be automatically activated when the Got It!™ activity starts.

NOTE:

Each time ClickDaemon is activated, the remote receiver's LED will blink for a few seconds; no messages will be transmitted during this time. When the system is ready, the LED will blink again, and normal message transmission will resume.

- **To test the remote control:**

  With the **ClickDaemon** window open, remote control testing and calibration can begin. Select a remote control, point it at the receiver and press any button. That remote's unique ID number will appear in the black window on screen, and the button on the remote will turn red.



visit us online at califone.com

If no ID number appears, wait two seconds and try again. If the remote is still not recognized by the program, check the positioning between the remote and the receiver – there should be a clear line of sight between the two with no obstructions.

If there is still no communication between receiver and remote, check the receiver's connection to the computer to be certain the USB connector is firmly inserted. Also, make sure you are using fresh batteries with the remote.

If there is still no communication, check the COM port setup menu to confirm that the ClickDaemon software is set to the correct COM port. (See Below)

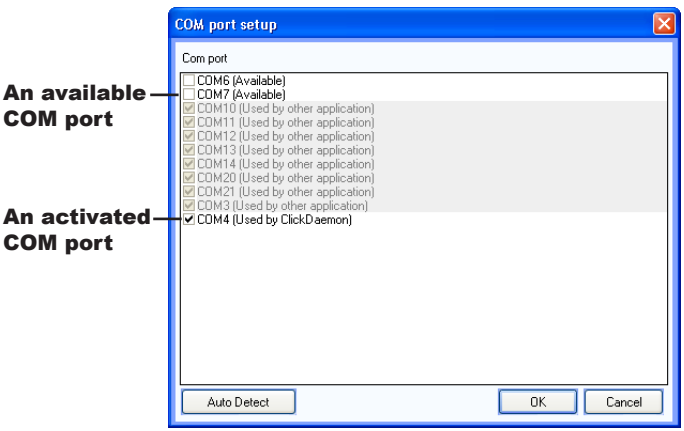
- **Setup Menus:**

  COM port setup:

  If there is no communication between remotes and the receiver, check the COM port setup menu to confirm that the **ClickDaemon** software is set to the correct COM port.

  Click the **Tools** button, and select **COM port setup** from the drop-down menu.

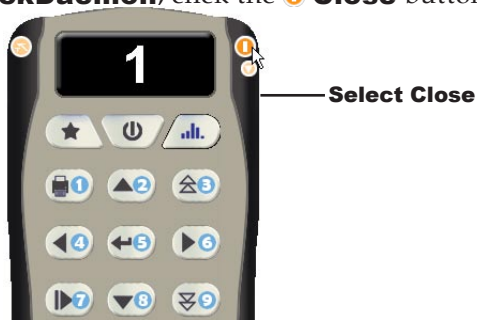
In the **COM port setup** dialog box, select the COM port to be activated. If you are unsure which COM port to use, click the Auto Detect button to allow the system to detect an available COM port automatically. Then, click OK to finish COM port setup process.



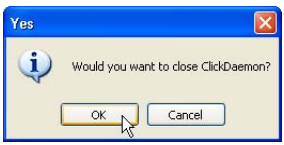
visit us online at califone.com

To exit the ClickDaemon setup

To exit **ClickDaemon**, click the **Close** button.



When the confirm dialog box displays, click the OK button.



If **ClickDaemon** is in notification area, click on icon. After the menu is displayed, select **Close** to exit the program.

NOTE:

Once the ClickDaemon program pops up, click on ClickDaemon to minimize before running Got It!™.

visit us online at califone.com

4. What do I do if a remote control is not working:

- If the remote control has been kept in storage for a long period of time, keypad sensitivity may be reduced due to humidity. Press each key several times before using.
- The battery may also run down after a certain period of time. Remove the battery, press any key several times to drain the charge, then replace the battery. You can purchase a **CR2032** battery from any electronics store.

Push in the notch on the side of the battery holder, then pull out the holder and remove the battery

Replace with a new battery

- If all of the above fails, replace the remote control.

Contact an authorized Califone dealer to purchase an additional 5-pack of remotes.

visit us online at califone.com

5. What do I do if the receiver is not working:

- A poor or incorrect angle may negatively affect line-of-sight communication between the remotes and the receiver. Try adjusting the receiver angle for better results. See section in manual for optimal classroom set-up.

- An electrical spike can cause the receiver to hang. If a spike occurs, unplug the receiver's connector from the USB port, wait a few seconds then plug it back. When the receiver LED blinks for several seconds, normal operation will resume.

- If the above attempts fail, please contact your dealer for maintenance or purchase a new receiver.

9 - 2 Software

1. How do I setup the default path for saving exam files:

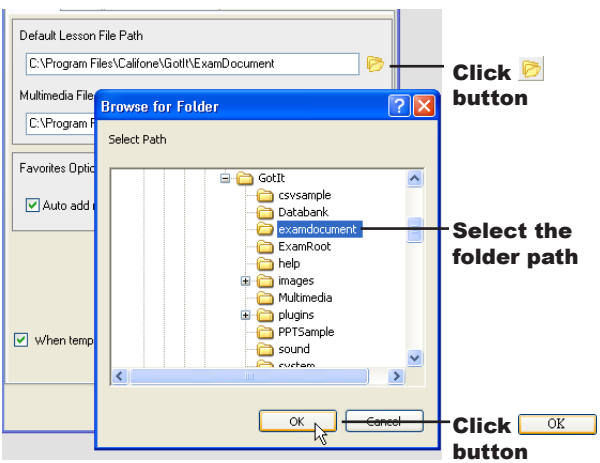
When generating a new EAS file, the **Editor** will save the file in the default folder (C:\Program Files\CALIFONE\Gotit\ExamDocument). You can assign a different folder for saving EAS files:

Step 1

In the **Editor** window, click **Preferences** in the **Tools** menu.

Step 2

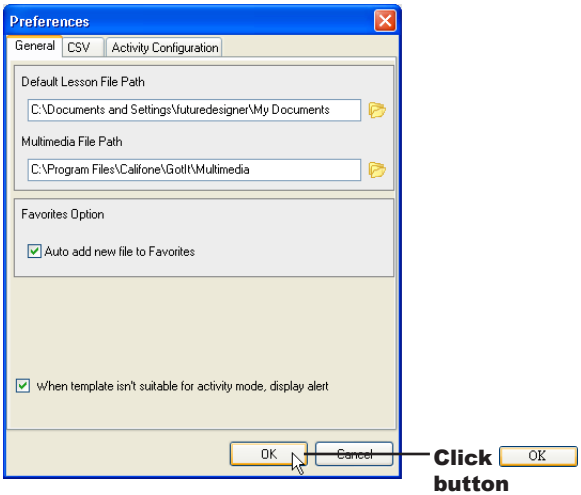
In the **Preferences** dialog box, click the **Select Path** button, select the desired path in the **Browse for Folder** dialog box, then click the OK button



visit us online at califone.com

Step 3

Click OK to confirm.



The default multimedia path can also be set using the same procedure.

2. How do I modify the sequence of a question:

To rearrange the question sequence, follow the procedures below:

Step 1

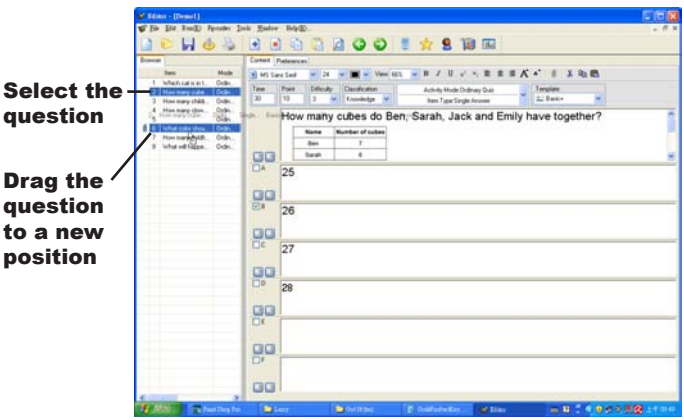
In the **Editor** window, click **Open** in the **File** menu.

Step 2

In the **Open** dialog box, select the desired EAS file, then click Open .

Step 3

Select the question you want to move, hold the mouse button and drag to the desired position.



visit us online at califone.com

3. How do I rename exam files, subjects, and author:

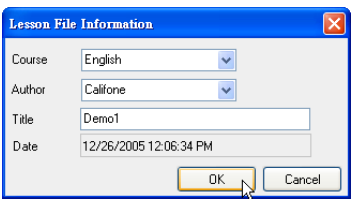
To rename the title, course or author of an EAS file:

Step 1

In the **Editor** window, click **Information** in the **File** menu.

Step 2

In the **Lesson File Information** dialog box, enter the new course, author, or title. Click OK to continue.



Step 3

Click the Save File button to save the new information.

4. How do I switch between numerical and alphabetical answer symbols?

To select answer symbol, follow the procedures below:

Step 1

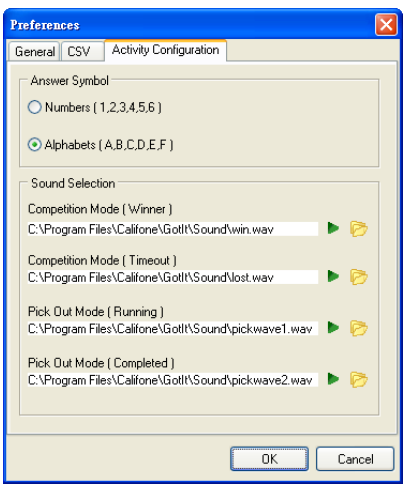
In the **Editor** window, click **Preferences** in the **Tools** menu.

Step 2

In the **Preferences** dialog box, select **Activity Configuration** tab.

Step 3

Select how you would like choice answers displayed – numbers or alphabets.



5. How do I make sound/audio changes?

To change a sound file, follow the procedures below:

Step 1

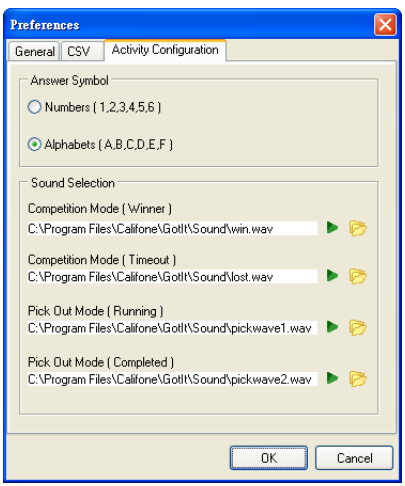
In the **Editor** window, click **Preferences** in the **Tools** menu.

Step 2

In the **Preferences** dialog box, select **Activity Configuration** tab.

Step 3

Select the audio file you want.



6. Hot to install Got It!™ on Vista™?

In Windows Vista™, there is a "**User Account Control (UAC)**" which may block communication with the receiver. Before installing Got It!™, turn off the "**User Account Control**". Login as administrator in Windows Vista™.

Step 1

Click **Start**, and then click **Control Panel**.

Step 2

In **Control Panel**, click **User Accounts**.

Step 3

In the **User Accounts** window, click **User Accounts**.

Step 4

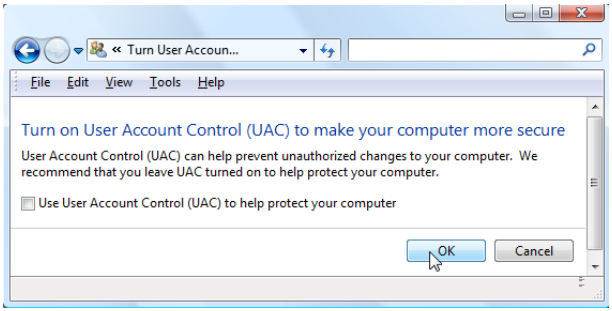
In the **User Accounts** tasks window, click **Turn User Account Control on or off**.

Step 5

When the **User Account Control** message appears. Click **Continue**.

Step 6

Uncheck the **Use User Account Control (UAC) to help protect your computer** check box, and then click OK.



Step 7

Click **Restart Now** to apply the change.

Chapter 10

System Specifications

CALIFONE®

10 - 1 System Requirement:

1. PC (desktop or laptop)
2. Pentium 4 class CPU PC or above
3. 512MB RAM
4. 10 GB hard drive
5. Microsoft Windows XP SP2 or above
6. Microsoft Office 2003 SP1 or above
7. Internet Explorer 6 or above
8. 500 MB free hard disk space
9. SVGA display
10. Large Screen Display/High-resolution projector

Not Compatible with Apple Mac OSX

visit us online at califone.com

10 - 2 Hardware Specifications

ITEM	SPECIFICATIONS	NOTE
Infrared Receiver	***Media:*** infrared ***Interface:*** USB ***Vertical angle:*** 20 degrees ***Horizontal angle:*** 60 degrees ***ID recognition:*** up to 255 units ***Receiving distance:*** 15 meters (16.4yds) (49.22ft) ***Power:*** uses USB power ***Wire length:*** 6 meters (6.56yds) (19.69ft)	Connect to a computer or laptop for transmitting signals from handsets.
Teacher Remote	***Size:*** Width 5.5 cm (2.17in), Length 9.5 cm (3.74inch) ***Input:*** 15 buttons ***Button:*** conductive rubber ***ID number:*** 255 ***Effective angle:*** 30 degrees ***Effective distance:*** 15 meters (16.4yds) (49.22ft) ***Power:*** 3V Lithium battery, CR2032 Lanyard hole: 1 ***Battery Life:*** 3 years standby, or up to 300,000 button presses	For the teacher to run the activities, control the learning progress and present the teaching materials.
Student Remote	***Size:*** Width 5.5 cm (2.17inch), Length 9.5 cm (3.74inch) ***Input:*** 15 buttons ***Button:*** conductive rubber ***Effective angle:*** 30 degrees ***Effective distance:*** 15 meters (16.4yds) (49.22ft) ***Power:*** 3V Lithium battery, CR2032 Lanyard hole: 1 ***Battery Life:*** 3 years standby, or up to 300,000 button presses	Unique identification number for each student. Aim at receiver and press button to transmit signal.

visit us online at califone.com

10 - 3 Software Specifications

CATEGORY	FUNCTION
Activity Controllability	Remote control for initiating the designated program quickly
	Remote control for remote operation
	Full control of the mouse pointer
Activities	Quiz: Pre-planned Quiz
	Quiz: Ordinary Quiz
	Quiz: Competition Quiz
	Quiz: Buzz-in Quiz
	Quiz: Knock Out Game
	Prompt QA
	Pick Out
	Ask Question
	Self-Paced
	PowerClick
The Material	EAS format
	Display template setting function
	Add Multimedia
Multimedia	Text format (RTF, Word)
	Video format (AVI, MPEGI, II)
	Sound format (MP3, WAV, MID)
	Picture format (BMP, JPG, GIF)
	Multimedia supported (Flash)
	Webpage format (HTML, MHT)
	MS Office series file format
Member Organization	Supports the class data interchange (CSV format)
Instant Results for Activities	Statistical chart
	Answers of individual students
	Scoreboard

visit us online at califone.com

CATEGORY	FUNCTION
Reports (Data is interchangeable with the Excel™ CSV format)	Summary Report
	Grade Report
	Activity Detail Report
	Historical Report
	Comparison Report
	Semester Report